



**GAS INDUSTRY STANDARDS BOARD  
BOARD OF DIRECTORS MEETING MATERIALS  
MARCH 1, 2001**

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**Gas Industry Standards Board  
Board of Directors Meeting  
March 1, 2001**



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**GAS INDUSTRY STANDARDS BOARD  
BOARD OF DIRECTORS MEETING MATERIALS  
MARCH 1, 2001**

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**1. WELCOME AND OPENING REMARKS**

- The meeting specifics are:

WHERE: Houston Airport Marriott Hotel  
George Bush Intercontinental Airport Complex  
18700 John F. Kennedy Boulevard  
Houston, Texas 77032  
Phone: 281-443-2310

WHEN: Thursday, March 1, 2001  
1:30 p.m. to 4:30 p.m. central

The hotel is located in the George Bush Airport complex (previously named Houston Intercontinental Airport) for the convenience of the Board members traveling to Houston, and can be reached from any of the four terminals through the airport transportation system. Coffee service will be available during the meeting.

Please feel free to call (713-356-0060) if you have any questions or comments, or additions to the agenda. The materials are posted on the GISB Home Page in the "Board of Directors" area for attendees to download.

- For further assistance please reach:

Veronica Thomason at (713) 356 - 0060

- The officers presiding over the Executive Committee meeting are:

Bill Boswell	- Chairman
Hugh Roberts	- First Vice Chairman
Julie Gomez	- Second Vice Chairman & Treasurer
Rae McQuade	- Executive Director & Secretary

- The legal representation for GISB is provided by:

Jay Costan	- GISB General Counsel
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# Gas Industry Standards Board

1100 Louisiana, Suite 3625, Houston, Texas 77002  
Phone: (713) 356-0060, Fax: (713) 356-0067, E-mail: gisb@aol.com  
Home Page: www.gisb.org

## GAS INDUSTRY STANDARDS BOARD 2001 BOARD TERMS

<b>End User Segment</b>		<b>Term End:</b>
Lee Smith	Vice President Energy Supply and Marketing, Midland Cogeneration Venture	Dec 31, 2001
Paul Karns	Director, Contracts & Regulatory, Energy Marketing and Trading Division, Florida Power and Light	Dec 31, 2001
Vicky Bailey	President, PSI Energy, Cinergy Services Corp.	Dec 31, 2001
Janie Mitcham	Vice President, Fuel and Energy Management, Reliant Energy	Dec 31, 2002
Jim Templeton	Principal, Comprehensive Energy Services	Dec 31, 2002
<b>LDC Segment</b>		<b>Term End:</b>
<b>Bill Boswell</b>	Assistant Secretary, Dominion	Dec 31, 2001
Adrian Chapman	Vice President, Regulatory Affairs & Energy Acquisitions, Washington Gas Light Company	Dec 31, 2001
Reed Horting	Vice President, Gas Supply & Transportation, PECO Energy Co.	Dec 31, 2001
Walt DeForest	Senior Vice President, National Fuel Gas Distribution	Dec 31, 2002
Lee Stewart	President, Energy Transportation Services, Southern California Gas Co	Dec 31, 2002
<b>Pipeline Segment</b>		<b>Term End:</b>
Terry McGill	President, Columbia Gulf Transmission	Dec 31, 2001
John Somerhalder	President, El Paso Energy Pipeline Group	Dec 31, 2001
Stan Horton	Chairman & CEO, Enron Transportation Services Company	Dec 31, 2001
Ron Mucci	Senior Vice President Shared Services, Williams Gas Pipeline	Dec 31, 2002
Richard Kruse	Senior Vice President, Duke Energy	Dec 31, 2002
<b>Producer Segment</b>		<b>Term End:</b>
William T. Benham	Vice President, Regulatory Affairs, BP Amoco Natural Gas Group	Dec 31, 2001
Allan Knopp	Director, Regulatory Affairs, Conoco	Dec 31, 2001
<b>Hugh Roberts</b>	Manager of Industry and Regulatory Affairs, Marathon	Dec 31, 2001
Abigail Bailey	Regulatory Manager, Texaco Natural Gas	Dec 31, 2002
Stan Hemmeline	Manager, North America - West, ExxonMobil Gas Marketing Company	Dec 31, 2002
<b>Services Segment</b>		<b>Term End:</b>
<b>Julie Gomez</b>	Vice President, Enron North America	Dec 31, 2001
Greg Lander	Principal, CapacityCenter.com	Dec 31, 2001
Rick Lentz	Senior Vice President of Business Transformation, TXU Energy Trading	Dec 31, 2002
Lyn Maddox	President & CEO, PG&E Energy Trading	Dec 31, 2002
Marty Patterson	General Manager Marketing Operations, IDACORP Energy Solutions	Dec 31, 2002

Bill Boswell is 2001 chairman of the Board of Directors, Hugh Roberts is first vice-chair, and Julie Gomez is second vice-chair and treasurer. Rae McQuade as Executive Director serves as secretary.



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### GAS INDUSTRY STANDARDS BOARD 2001 EXECUTIVE COMMITTEE TERMS

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<b>End User Segment</b>		<b>Term Ending:</b>
Diane McVicker	Principal, Fuel Supply Analyst, Salt River Project	Dec 31, 2002
Bill Hebenstreit	Vice President Contract Services, El Paso Merchant Energy	Dec 31, 2002
Kelly Daly	Partner, Morrison & Hecker, rep. Arizona Public Service Co.	Dec 31, 2001
Dona Gussow	Contracts Coordinator, Florida Power and Light	Dec 31, 2003
Tina Patton	Natural Gas Operations Administrator, Boeing	Dec 31, 2003

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<b>LDC Segment</b>		<b>Term Ending:</b>
Bob Betonte	Pipeline Products Manager, Southern California Gas	Dec 31, 2002
Dolores Chezar	Manager, Federal Regulation, KeySpan Energy	Dec 31, 2002
Chris Maturo	Manager, Energy Access System Project, NIPSCO Industries	Dec 31, 2001
Mike Novak	Assistant General Manager, National Fuel Gas Distribution	Dec 31, 2003
Steve Sullivan	Regulatory Manager of Gas Supply, Consolidated Edison of NY	Dec 31, 2003

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<b>Pipeline Segment</b>		<b>Term Ending:</b>
Mark Gracey	Consultant - Business Processes, Tennessee Gas Pipeline Co.	Dec 31, 2002
Bill Griffith	Director, Transmission & Storage, Colorado Interstate Gas Co.	Dec 31, 2002
Dale Davis	Team Leader, Williams Gas Pipelines	Dec 31, 2001
Theresa Hess	Manager, Enron Transportation Services	Dec 31, 2003
Kim Van Pelt	GISB Coordinator, CMS Panhandle Eastern Pipeline	Dec 31, 2003

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<b>Producer Segment</b>		<b>Term Ending:</b>
Lauren Kaestner	Regulatory Consultant, BP Amoco	Dec 31, 2002
Paul Keeler	Managing Attorney, Marketing, Burlington Resources	Dec 31, 2002
Scott Brown	Manager, Supply & Transportation Support, Marathon Oil	Dec 31, 2001
Richard Smith	Director, Regulatory Affairs, ExxonMobil	Dec 31, 2003
Michael Johnson	Area Manager-Transportation and Regulatory, Chevron	Dec 31, 2003

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<b>Services Segment</b>		<b>Term Ending:</b>
Mark Scheel	Manager Governmental Affairs, Dynegey Inc.	Dec 31, 2002
Carl Caldwell	Director, Consulting Services, CGI	Dec 31, 2002
Sylvia Munson	CIO, PanCanadian Energy Services	Dec 31, 2001
Jim Buccigross	Vice President, Group 8760	Dec 31, 2003
Keith Sappenfield	Director Marketing Support, Reliant Energy	Dec 31, 2003



**1. ANTITRUST GUIDELINES**

- GISB General Counsel Jay Costan will review the antitrust guidelines. The points are:

Antitrust guidelines direct meeting participants to avoid discussion of topics or behavior that would result in anti-competitive behavior including: restraint of trade and conspiracies to monopolize, unfair or deceptive business acts or practices, price discriminations, division of markets, allocation of production, imposition of boycotts, and exclusive dealing arrangements.



**GAS INDUSTRY STANDARDS BOARD  
BOARD OF DIRECTORS MEETING MATERIALS  
MARCH 1, 2001**

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**1. ADOPTION OF AGENDA**

- The proposed agenda, attached, has been distributed and is available on GISB's home page.
- The members of the Board of Directors are requested to review the agenda, suggest changes if needed, and vote to adopt the agenda.



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**TO:** GISB Board of Directors  
**FROM:** Rae McQuade, Executive Director  
**RE:** Draft Agenda for Board Meeting - March 1, 2001  
**DATE:** February 15, 2001

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As previously published, our first Board meeting in 2001 will be held on March 1 from 1:30 p.m. to 4:30 p.m. The meeting will be in the airport area for the convenience of those members traveling to Houston. The meeting specifics are below, and draft agenda follows.

**WHERE:** Houston Airport Marriott Hotel, George Bush Intercontinental Airport  
18700 John F. Kennedy Boulevard  
Houston, Texas 77032  
Phone: 281-443-2310

**WHEN:** Thursday, March 1, 2001  
1:30 p.m. to 4:30 p.m. Central

The hotel is located in the George Bush Airport complex (previously named Houston Intercontinental Airport) for the convenience of the Board members traveling to Houston, and can be reached from any of the four terminals through the airport transportation system. Coffee service will be available during the meeting.

A printed copy of the materials for the meeting will be provided shortly to the directors, the Executive Committee officers and the presenters. The materials will be posted on the GISB Home Page in the "Board of Directors" area for attendees to download. This meeting, as with all GISB meetings, is open for attendance by any interested party.

Please feel free to call the GISB office should you have any questions or comments. We look forward to seeing you at the Board meeting.



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### **GAS INDUSTRY STANDARDS BOARD OF DIRECTORS MEETING**

**Marriott Airport Hotel, 18700 JFK Boulevard, Houston, Texas**

**Thursday, March 1, 2001 1:30 p.m. to 4:30 p.m.**

#### **DRAFT AGENDA**

- 1:30 p.m.
1. Welcome & Administrative Items
    - Antitrust Guidelines
    - Agenda Adoption
  2. Adoption of Minutes from December 7, 2000
  3. Retail Gas & Electric and Wholesale Electric Standards Development Consideration.
    - Recommendations from the Task Force
    - Discussion on Meetings with Trade Associations
  4. Annual Plan
    - 2001 Plan Update
  5. Finance Reports
    - Current Year Financials
  6. 2001 Membership Report
  7. Other Business
- Adjourn



**GAS INDUSTRY STANDARDS BOARD  
BOARD OF DIRECTORS MEETING MATERIALS  
MARCH 1, 2001**

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**2. ADOPTION OF MINUTES**

- The minutes of December 7, 2000 are posted on the home page for review and are included in these materials for vote to adopt.
- The members of the Board of Directors are requested to review the draft minutes, suggest additional changes if needed, and vote to adopt as minutes of the meeting.



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**TO:** GISB Board of Directors, Posting for Interested Industry Participants

**FROM:** Rae McQuade, Executive Director

**RE:** Draft Minutes from the GISB Board of Directors Meeting - December 7, 2000

**DATE:** January 23, 2001

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### **GAS INDUSTRY STANDARDS BOARD GISB BOARD OF DIRECTORS MEETING**

**Houston Airport Marriott Hotel, Houston, Texas  
Thursday, December 7, 2000**

#### **DRAFT MINUTES**

#### **1. Opening Remarks**

Mr. Horton opened the Board of Directors meeting and welcomed the Board members, speakers and observers to the meeting. Mr. Costan gave the antitrust advice. The agenda was adopted with no changes.

#### **2. Adoption of Minutes**

The minutes of September 27, 2000 were adopted with no changes.

#### **3. Retail Marketing Report**

Mr. Horton reported on the development of the strawman and the efforts of the Board Task Force.<sup>1</sup> He reviewed the meeting with EEI and the meetings held with various trade associations and government agencies. He characterized the differences between the EEI comments and the strawman. While there are some differences, it can be worked with so that most of the differences could be put to rest fairly quickly.

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<sup>1</sup> **Board Task Force:** Stan Horton (Enron Transportation Services Company), Ron Mucci (Williams Gas Pipeline), Hugh Roberts (Marathon Oil), Allan Knopp (Conoco), Jim Templeton (Comprehensive Energy Services), Vicky Bailey (Cinergy - Public Service of Indiana), Janie Mitcham (Reliant Energy), Greg Lander (CapacityCenter.com), Steve Bergstrom (Dynegey), Reed Horting (PECO Energy), Lee Stewart (SoCal Gas), Bill Boswell (Dominion Resources), Lyn Maddox (PGE Energy Trading), Marty Patterson (Idacorp Energy Solutions).



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Mr. Lander noted that at the DOE/NARUC meeting held recently in Dallas, some mentioned that the EEI comments were more staff driven than otherwise. Other comments were made that the wholesale electric commercial issues should be addressed more quickly rather than delayed. Mr. Lander noted that Mr. Brown of Edison Electric Institute (EEI) characterized the EEI comments as a first draft and that EEI looked forward to working with GISB. Regarding why retail gas and electric standards issues should be resolved together but wholesale gas and electric should be addressed separately, EEI has noted that the formation of regional transmission organizations is in its infancy, and as such, wholesale electric business practices standards are premature. The wholesale gas marketplace is not undergoing similar structural changes, and is significantly further along in the development and acceptance of business practice standards.

While this process has taken a little over a year to date, the dialogs to date have benefited the industry and a request from EEI to meet and work out the differences. Mr. Horton asked that the GISB Board continue its efforts, keep the dialog going, meet with the EEI CEO task force, and prepare a revised document to work from after the GISB task force has met with the EEI CEO task force.

Mr. Stewart noted that other constituencies should be heard from, including the American Gas Association. They currently have a survey to determine their position, but do not yet have a position on the strawman. Mr. Horton added that the members of the Board task force should also represent their segment and trade associations. Mr. Lander noted that after the EEI CEO meetings, meetings with trade associations should continue, followed possibly by industry wide meetings.

The motion was made by Mr. Lander and seconded by Mr. Templeton to ask the Board task force to prepare a second version of the strawman, using the EEI strawman, identifying areas where there is agreement and where there is the possibility for compromise. The revised strawman should be prepared by the end of January. The strawman would then go out to the full Board, and a conference call set up for discussion. Mr. Horton will set up meeting in early February to discuss the strawman with the EEI CEO task force. The Board endorsed through a unanimous vote the motion to prepare a second version of the strawman. The Board thanked Mr. Mucci and the Board Task Force, Mr. Templeton and Ms. McQuade for their efforts.

#### **4. Annual Plan**

Mr. Buccigross reviewed the 2000 Annual Plan efforts and explained the carryover items to the 2001 Annual Plan, and responded to questions. It was noted that attention redirected to the FERC Order No. 637 items delayed the



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completion of other items in the plan. The development of the AS2 standard has been completed. It was noted that several states have adopted this standard for application to both natural gas and electricity retail markets, and also that several industries are using or considering this standard. It is important to note that it is backwardly compatible. The interoperability survey is complete, and the results of the survey along with the recommendations from the Sandia National Laboratories report will drive the remaining work listed for electronic delivery mechanism. The delay in receiving the Sandia National Laboratories report and gaining approval to distribute the report delayed subcommittee action. The base contract efforts for the modifications to the short-term contract, while taking significantly longer than expected, should expedite efforts on the development of a standard long-term contract. Ms. Van Pelt, co-chair of several GISB subcommittees, noted that the progress on the Technical Subcommittee might be impacted as a result of fewer volunteer subcommittee members with the ability to direct their attentions to the subcommittee work. Most standards require a review through the Technical Subcommittee in order to be considered fully staffed. She asked that the Board members consider providing additional resources to this subcommittee.

Regarding the process of the annual plan, it was noted that not all items in the 2000 plan had requests accompanying them, and for those that did have requests, the amount of detail provided was at the purview of the submitter. This was also noted to be the case for the 2001 annual plan.

Mr. Buccigross described the 2001 annual plan and noted that the majority of items were carry-overs from 2000. The Board asked that prior to work being undertaken for a new item, a request should be received from the submitter – specifically, this was noted for the development of a transportation services agreement and a model financial hedging agreement. The motion was made and seconded to approve 2001 Annual Plan in its entirety, with priority given to the completion of carryover items. The motion carried unanimously.

The Board recognized the efforts of the Executive Committee and its subcommittees in 2000 in carrying out the directives of the 2000 Annual Plan and thanked them for their hard work.

### **5. Financial Reports**

Ms. McQuade introduced Ms. Darla Wishart as the accountant for GISB. She reviewed the financial statements for 2000 through October including the variance report provided in the meeting materials, and noted that the 2001 budget was flat based on the expectations for yearend 2000. The budget for 2001 was adopted through a unanimous vote, with no changes. The Board agreed that the dues for 2001 would remain at \$5000 per company membership.



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### **6. Membership**

Ms. Garcia and Ms. McQuade presented the membership report. Membership is stable as measured against last year.

### **7. Executive Session**

The meeting went into executive session to discuss GISB compensation issues. At the conclusion of the executive session, Mr. Templeton was thanked for the significant efforts expended towards the examination of the creation of an energy standards board.

### **8. Adjournment**

The meeting adjourned at 3:00 p.m. Mr. Horton was thanked for his leadership in 2000 with a standing ovation.



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### 8. Attendance

Segment	Board Member Name	Member Company	Present
End Users	Janie Mitcham	Reliant Energy	×
	Paul Karns	Florida Power and Light	✓
	Lee Smith	Midland Cogeneration Venture	✓
	Vicky Bailey	Cinergy	✓
	Jim Templeton	Comprehensive Energy Services	✓
LDCs	Bill Boswell	Dominion Resources	✓
	Walt DeForest	National Fuel Gas Distribution	✓
	Adrian Chapman	Washington Gas and Light	✓
	Reed Horting	PECO Energy	✓
	Lee Stewart	SoCal Gas	✓
Pipelines	John Somerhalder	El Paso Natural Gas	✓
	Stan Horton	Enron Gas Pipeline Group	✓
	Terry McGill	Columbia Gulf Transmission	✓
	Ron Mucci	Williams Gas Pipeline	✓
	Bob Reid	Colorado Interstate Gas	✓
Producers	Pete Dickson	Exxon	✓
	Allan Knopp	Conoco	✓
	Bill Benham	BP Amoco	✓
	Hugh Roberts	Marathon	✓
	Abigail Bailey	Texaco Natural Gas	✓
Services	Steve Bergstrom	Dynegy Marketing & Trade	×
	Julie Gomez	Enron Capital & Trade	✓
	Greg Lander	CapacityCentral.com (via phone)	✓
	Lyn Maddox	PG&E Energy Trading	✓
	Marty Patterson	Idaho Power	✓



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Presenters: Jim Buccigross Group 8760, Chairman 2000 Executive Committee

Administrative: Rae McQuade Executive Director  
Jo Ann Garcia GISB Staff  
Veronica Thomason GISB Staff  
Jay Costan McGuire Woods Battle & Boothe, General Counsel  
Laurie Paulson Hoffman Paulson Associates  
Darla Wishart Checks & Balances Accounting

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Observer	Company Represented	GISB Member
Miriam Arnaut	American Gas Association	
Alex DeBoissiere	Cinergy	✓
Kim Van Pelt	CMS Panhandle Eastern Pipe Line	✓
Cynthia Corcoran	Corcoran Law Offices - BTU Watch	✓
Mark Scheel	Dynegy Inc.	✓
Nancy Hetrick	Enron Corp.	✓
Shelley Corman	Enron Transportation Services	✓
Gary Payne	Enron North America	✓
Randy Young	Koch Gateway	✓
Karen Gossett	Koch Gateway	✓
Leigh Spangler	Latitude Technologies	✓
Mark Gracey	Tennessee Gas Pipeline	✓
Dale Davis	Williams Gas Pipeline	✓



**GAS INDUSTRY STANDARDS BOARD  
BOARD OF DIRECTORS MEETING MATERIALS  
MARCH 1, 2001**

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**3. RETAIL GAS & ELECTRIC AND WHOLESALE ELECTRIC STANDARDS DEVELOPMENT**

- The Board will discuss the revised strawman modified as a result of comments received and the meetings held with various groups. **The Board may be asked to take action on its recommendation, endorsing the actions taken to date, which would require a simple majority vote.** It is unlikely that the Board will consider action at this meeting which would require changes to our governance documents and would require a super-majority "19/2"<sup>1</sup> vote.

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1. A "19/2" vote is required for any action the Board takes that changes the certificate or the bylaws. For an action to pass, at least 19 out of a possible 25 votes are required to be affirmative, and at least affirmative votes are required from each segment.



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### **Strawman 2**

## **In Consideration of An Energy Industry Standards Board**

### **Executive Summary**

This document outlining the proposed structure of a new standards organization to address natural gas and electric market standards should not be construed as the only way to organize, but only an attempt to get interested parties thinking and is based on GISB's experience. The strawman has been developed with autonomy and flexibility for each energy market's interests in mind, while still preserving the principles governing a standards organization and providing a base for the various energy markets to work together when standards are applicable to more than one market. While autonomy and flexibility for each market is important, equally important is the need to balance interests when the markets work together and provide the framework to encourage consensus across the market interests.

This summary is intended to help readers understand the attached Strawman 2 workings using the Wholesale Gas Quadrant, which would supercede the existing GISB Organization with combined Board approval, as an example. This Strawman 2 envisions the new standards organization for both the gas and electric industries being divided into four sections, which can be pictured as four equal quadrants of a circle. The four quadrants would be Wholesale Gas, Wholesale Electric, Retail Gas and Retail Electric with each quadrant having an equal 25% voice in the combined Board of Directors. Although we talk about Wholesale Gas, please understand that each quadrant and segment will organize as it sees fit subject to approval by the combined Board of Directors.

#### **Board of Directors**

It is assumed that the GISB Organization with the approval of the combined Board would move as now constituted into the Wholesale Gas Quadrant. GISB has five segments (natural gas producers, natural gas pipelines, local distribution companies, services companies and end users) with each segment electing five members totaling twenty five to represent Wholesale Gas Quadrant's 25% voice on the combined Board of Directors. The combined Board is responsible for funding, annual plan definition and approval, changes to the governance document and structure and overall direction of the organization. Major items such as changes to governance or structure require a super majority; i.e., approval by 75% of each quadrant's Board members and 40% approval of each segment within each quadrant. Other items generally require only a favorable majority vote of the Board in each quadrant of the combined Board. The Board of Directors would always meet as a combined Board.

#### **Executive Committee**

There would also be an Executive Committee composed of representatives from each segment in the four quadrants. The combined EC would be responsible for development and approval of proposed standards which are determined to be within Scope and useful to a significant number of industry participants. It is assumed that the Wholesale Gas Quadrant of the new organization, with the approval of the combined Board, would inherit GISB's EC which mirrors the Wholesale Gas Quadrant's representation on the combined Board with 5 segments and 5 members from each segment totaling 25 representing Wholesale Gas Quadrant's 25% voice on the combined EC.

The combined EC would also be responsible for determining where proposed standards should be handled through a Triage Subcommittee. The triage subcommittee would be a standing



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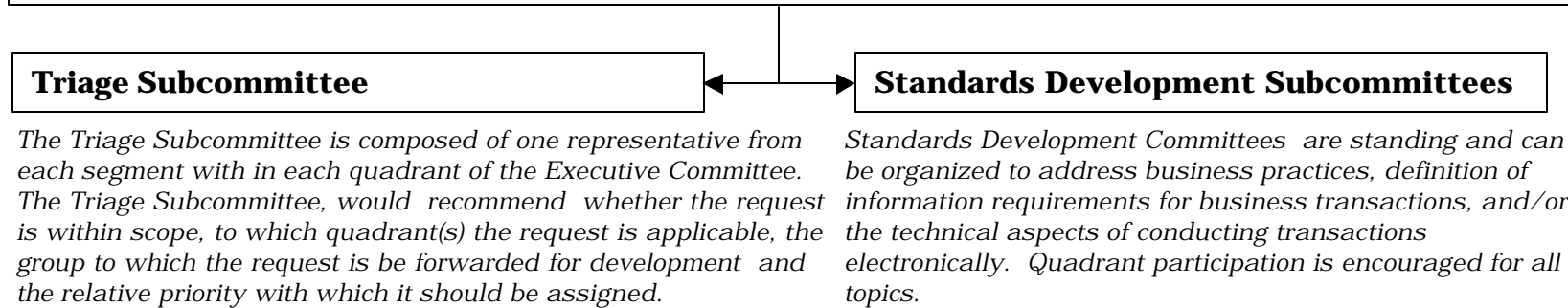
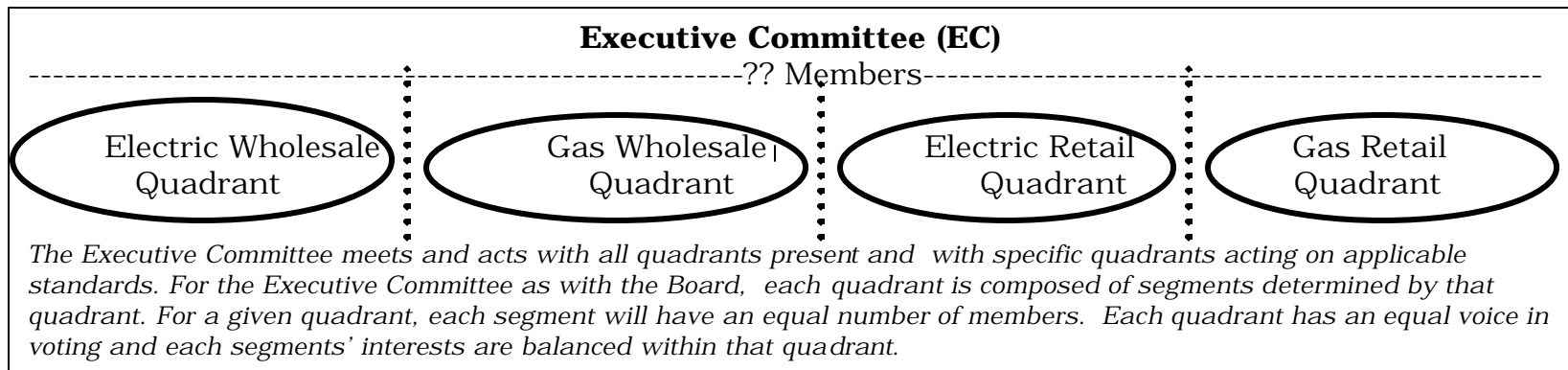
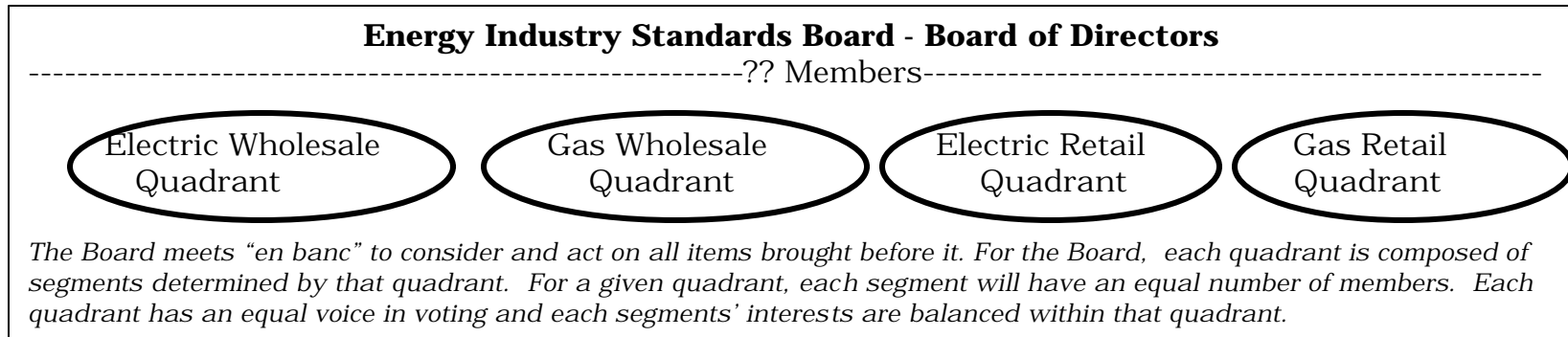
subcommittee of the combined EC and would include representation from each segment in each quadrant of the EC. They could determine that a given request was applicable only to Wholesale Gas and send it to that quadrant for development and approval. In other cases, the requested standard might involve more than one quadrant or maybe all four quadrants in which case each quadrant involved would have an equal voice in development and approval of such standard.

Approval of standards at the EC level would take a super majority of the EC members from each quadrant involved in development of the standard, approval being 67% in each quadrant's EC members plus approval by at least 40% from each segment in each quadrant. The standard is then sent out to the membership for approval.

### **Standards Development**

The development of standards is accomplished in subcommittees of the EC in each quadrant. Subcommittees would be chaired either EC or Board members. Participation in these subcommittees would be open to all interested parties whether or not they were members of the new organization. Subcommittee meetings may be transcribed and voting will be balanced by allocating two votes to each segment within each quadrant. These votes get allocated to however many companies are represented at a given meeting in a given segment but if there is only one company representing a given segment then that segment only gets one vote.

## Energy Industry Standards Board – Strawman 2 Organization Structure





## **Strawman 2**

### **In Consideration of An Energy Industry Standards Board**

#### **Framework**

In several meetings, it was discussed that the purpose of this new organization would be to propose and adopt voluntary standards designed to promote more competitive, efficient and reliable energy service. Such standards would apply to electronic exchange of information, record and data formats, communications protocols and related business practices that streamline the transactional and coordination processes of the wholesale electricity, wholesale natural gas, retail electricity and retail natural gas marketplaces.

It is intended that this new organization would include the work currently conducted under the auspices of, and for the purpose of inheriting the maintenance and improvement of existing natural gas wholesale market standards, be a successor to the existing organization, GISB. It is further intended that this new Organization would complement the activities of NERC by developing wholesale electricity business practice standards consistent with the standards developed by NERC for reliability. The activities of the new Organization would not extend to the development of standards for physical safety, physical reliability, facilities construction, equipment manufacture or the operation of natural gas or electrical equipment, such as those established and maintained by the AGA or NERC. It is also intended that this new Organization would conduct standards development activities with respect to the electronic exchange of information, record and data formats, communications protocols and related business practices that streamline the transactional and coordination processes of the retail electricity and retail natural gas marketplaces. In these last two regards, it is anticipated that the work product of the Uniform Business Practices Group and the business related standards developed by NERC will be inherited, and that adoption, maintenance, and improvement of those practices and conventions would be conducted by the new Organization to the extent not judged inconsistent with the new Organization's scope.

This document provides possible scope, principles and structure for such an organization. The principles are based on commonly accepted precepts of a standards organization to work for both the Electric and Gas Industries. The document outline of the structure should not be misconstrued as the only way to organize a new standards organization, but only an attempt to get interested parties thinking and is based on GISB's experience.

#### **Scope**

The scope of the new Organization would be to develop, maintain and publish voluntary standards designed to promote more competitive, efficient and reliable energy service. Such standards would apply to electronic exchange of information, record and data formats, communications protocols and related business practices that streamline the transactional and coordination processes of the wholesale electricity, wholesale natural gas, retail electricity and retail natural gas marketplaces. The standards to be established would reflect standardization and streamlining of activities chosen from among existing policies and practices.

#### **Principles**

**Independence** – The standards organization should be an independent body. While it may have informal liaisons to trade associations, other standards organizations and government agencies, it should be a separately incorporated, fully independent, organization.

**Openness** -- The standards organization should conduct its activities in the open. Openness



## Gas Industry Standards Board

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should apply to all aspects of its organizational governance, elections and standards development processes, including work products and related meetings. The meetings, agendas and items set for discussion and/or possible vote should be publicly noticed, and interested parties, regardless of membership should be invited to participate.

**Voluntary** -- Participation in the standards organization should be voluntary and adherence to its standards should, from the standards organization's perspective, also be voluntary. Membership should not be dependent upon whether the company seeking membership implements the standards. The organization will not maintain any type of standards enforcement activity.

**Balance of Interests** - The voting with respect to governance and standards development procedures should provide for balance between industry segments and quadrants participating in the standards organization so as to avoid any one interest group or group of interests having the ability to exert undue influence over any decision.

**Inclusivity** - All industry stakeholders should be identified and associated with a segment and quadrant. All interested parties are invited to participate in the activities of the standards organization and to join the organization.

**Consensus Based Decisions** -- The voting rules should be constructed so that decisions based upon consensus are encouraged. In addition, with respect to voting upon the business standards issued or to be issued by the organization, energy quadrants and their segments should be assured that each energy quadrant and its segments can protect its interests by requiring both super-majorities and a minimum per segment, and a per quadrant threshold be achieved for passage of such standards by the organization.

**No Advocacy** - The standards organization should be prohibited from taking advocacy positions on its standards as a party to any proceeding before a governmental agency. This is not intended to preclude the organization's duly authorized representatives from educating or communicating with any group as to the organization's procedures and/or work product(s).

**Membership Driven** - The standards organization should be membership driven. The paid staff should perform administrative functions to support the organization's activities. Requests for standard(s) should be proposed by identified persons and not by the organization or its committees and subcommittees. The organization's staff should neither have a vote nor a role with respect to conducting the affairs of the organization other than to provide ministerial functions.

**Develop Practices, Not Policy** - The Committees, Subcommittees and Task Forces of the standards organization should endeavor to not create policy in their standards development activities absent being requested to do so by the applicable body (Executive Committee or Board of Directors). To the extent reasonable, the standards to be established should reflect standardization and streamlining of activities chosen from among existing policies and practices.

### **Possible Organizational Structure**

Overall, there are two governing bodies: the Board of Directors and the Executive Committee. Each of the groups is made up of quadrant representation and within each quadrant, segment representation. Below is a description of quadrants and the flexibility given to quadrants to determine their own segments while still preserving balanced voting.

**Quadrants** -- A quadrant is an energy market interest. There are four such quadrants represented within the new Organization: Electric Wholesale, Electric Retail, Gas Wholesale and Gas Retail.



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Energy Quadrant	Description
Wholesale Gas Quadrant	The Wholesale Gas Quadrant is concerned with and generally tasked to handle natural gas related issues and practices which are within scope and typically addressed on either an interstate basis or are generally subject to the pre-emptive jurisdiction of the federal government. The original GISB's work can be thought of as being work conducted within this quadrant.
Wholesale Electric Quadrant	The Wholesale Electric Quadrant is concerned with and generally tasked to handle electric related issues and practices which are within scope and typically addressed on either an interstate basis or are generally subject to the pre-emptive jurisdiction of the federal government or are bulk sales of power.
Retail Gas Quadrant	The Retail Gas Quadrant is concerned with and generally tasked to handle natural gas related issues and practices which are within scope and typically addressed at the individual consumer and energy distribution level. The original Uniform Business Practices Group's work can be thought of as being work conducted within the Retail Gas Quadrant and Retail Electric Quadrant.
Retail Electric Quadrant	The Retail Electric Quadrant is concerned with and generally tasked to handle electric related issues and practices which are within scope and typically addressed at the individual consumer and energy distribution level. The original Uniform Business Practices Group's work can be thought of as being work conducted within the Retail Gas Quadrant and Retail Electric Quadrant.

**Segments** - Each quadrant shall determine its own segments, and when determining its segments, shall have met requirements set by the Board, which apply to all quadrants equally. Each quadrant must adhere to balanced voting across its segments and all industry participants with a business interest in a given quadrant should be able to join that quadrant in one of its defined segments.

For the wholesale gas quadrant, the segments may be defined as:

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Segments	Description
Producers	Those companies primarily engaged in the production of natural gas for sale to others.
Pipelines	Those companies primarily engaged in the transmission of natural gas.
Distributors	Those companies primarily engaged in the local distribution of natural gas.
End-users	Those companies that consume natural gas.
Services	Providers of services to participants in the wholesale natural gas industry, which would include marketers, software providers, consultants and other companies not otherwise considered to be a producer, pipeline, distributor or end user.

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For the wholesale electric quadrant, the segments may be defined as:

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<b>Segments</b>	<b>Description</b>

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For the retail gas quadrant, the segments may be defined as:

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<b>Segments</b>	<b>Description</b>

---

For the retail electric quadrant, the segments may be defined as:

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<b>Segments</b>	<b>Description</b>

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**Membership** -- The definition of membership applies to all quadrants and segments. Members are companies participating in the natural gas and/or electricity markets. Trade associations, advocacy groups and special interest groups are not considered members but are encouraged to participate in the organization. When joining, each member declares the quadrant and segment with which they are to be identified. For eligibility, a member should have a significant business interest in the quadrant and segment for which the company is declared. Moreover, the representatives of the member company who participate in the activities of the standards organization should have corporate responsibility for the business interest of the quadrant and segment.

Corporate organizations, which have multiple companies, under common control, which desire to become members, must join individually. While a corporate organization can have memberships in multiple quadrants and segments, one member cannot join multiple quadrants or segments. Members do not extend their membership to affiliates or subsidiaries; the affiliates and subsidiaries join separately. For a jointly owned company, its corporate organization's identification is determined by the corporate organization's majority ownership.



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Members vote to ratify governance changes approved by the Board of Directors and proposed standards approved by the Executive Committee without regard to their quadrant or segment identification. Only members can be considered for seats on the Board of Directors or Executive Committee, and are eligible to chair the various subcommittees of the organization.

**Board of Directors** - The Board would be comprised of the members elected from the quadrants and each of its segments, with no more than one member from each distinct corporate organization. For a given quadrant, each segment within that quadrant will be represented by an equal number of Board members, to be determined by that quadrant. The Board of Directors would be responsible for funding, annual plan definition and approval, changes to the governance document and structure, and overall direction of the organization. The Board of Directors always meets and acts "en banc." There are no quadrant specific actions of the Board that would require the quadrants of the Board to meet and act independently of the others.

Agents for member companies are not permitted to be Board members. Board members are individuals who are elected to the Board from among the membership of each quadrant and segment according to Board approved Quadrant and Segment Procedures. A member is not permitted to substitute other individuals for the elected, named, member of the Board. Board member terms are two years in duration.

For governance or structural changes to be effected, the Board must vote with 75% approval of each of the quadrants and a 40% approval of each of the segments within each quadrant. The approved governance changes would then require a ratification vote of all members. To be ratified, a 90% approval is required, with those members who choose not to return a ballot considered as voting in favor of the Board's action. All other decisions of the Board are determined by a simple majority vote of each of the quadrants, with no member ratification required.

As an example, in the wholesale gas quadrant, the Board of Directors is represented by the five previously described segments, and each segment is represented by five Board members. For a governance change to pass the wholesale gas quadrant Board representatives, 19 positive votes are required along with at least two positive votes from each of its segments.

**Board Meetings:** Board Meetings shall be in person at locations determined by the Board Officers. In addition, Board Members may participate and vote by means of tele-conference or other electronic means. Eligibility to continue serving as a Board member is dependent upon in-person attendance at no less than 50% of scheduled Board Meetings. Such attendance threshold shall be reviewed at March 31 and September 30 of each year for the preceding twelve months. Failure to meet the 50% threshold for reasons other than hospitalization or disability will result in forfeiture of the Board seat and an election to fill the seat by the next Board Meeting.

**Executive Committee** - The Executive Committee would be comprised of the members elected from the quadrants and each of its segments. For a given quadrant, each segment will be represented by an equal number of Executive Committee members, to be determined by that quadrant. Each segment will in turn determine their representatives. The Executive Committee is responsible for carrying out the Annual Plan. The Annual Plan approved by the Board describes the areas and general priorities for standards development. The Executive Committee may meet and act "en banc," or each of its quadrants may act separately depending on the actions requested of it. The quadrant specific action of the Executive Committee, which requires one or more quadrants to act independently, is the consideration of standards that would apply to only one or more of the applicable quadrants.

Executive Committee members are individuals who are elected to the Executive Committee from among the membership of each quadrant and segment according to Board approved



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Quadrant and Segment Procedures. A member is not permitted to substitute other individuals for the elected, named, member of the Executive Committee, unless that individual is a named alternate, elected according to Board approved Quadrant and Segment Procedures. Agents for member companies are permitted to be Executive Committee members. An industry association staff person may serve as an Executive Committee member – meeting all requirements of Executive Committee membership, by acting as an agent for a member of its association who is also a member of the standards organization. In order to do so, a majority of the industry association's membership must also be members of the standards organization. Executive Committee member terms are three years in duration.

The Executive Committee is the determining body for standards issues. For standards to be adopted, the Executive Committee must vote with 67% approval of each of the quadrants and a 40% approval of each of the segments within a quadrant. The approved standards would then require a ratification vote of all members. To be ratified, a 67% approval is required for those members returning ballots. All other decisions of the Executive Committee are determined by a simple majority vote of each of the quadrants, with no member ratification required.

As an example for the wholesale gas quadrant, the Executive Committee is represented by the five previously described segments, and each segment is represented by five Executive Committee members. For a standard to be adopted by the wholesale gas quadrant Executive Committee members, 17 positive votes are required along with at least two positive votes from each of its segments.

**Executive Committee Meetings:** Executive Committee Meetings shall be in person at time and location determined by the Chair and Vice-Chair of the Executive Committee. In addition, Executive Committee Members may participate and vote by means of tele-conference or other electronic means. Eligibility to continue to serve as an Executive Committee Member is dependent upon in-person attendance at no less than 50% of scheduled Executive Committee Meetings. Such attendance threshold shall be reviewed at March 31 and September 30 of each year for the preceding twelve months. Failure to meet the 50% threshold for reasons other than hospitalization or disability will result in forfeiture of the Executive Committee seat and an election to fill the seat by the next Executive Committee Meeting.

**Quadrant and Segment Procedures:** There shall be for each segment within each quadrant, procedures, which are drafted by each segment and quadrant and approved by the Board of Directors. The procedures are approved through a simple majority vote from each quadrant, and should be declined only if they are inconsistent with the principles upon which the organization was founded or with terms of the certificate of incorporation or bylaws. The procedures would include nomination procedures governing the nomination process for elections to fill seats on the Board and Executive Committee. Such procedures should set forth the nomination and election procedures to be administered by the standards organization's administrative office.

**Standards Development Process:** Any party, regardless of membership, can request that a standard be developed or an existing standard be modified or deleted. When the request is received by the organization's office, it would forward the request to the Triage Subcommittee, a group reporting to the Executive Committee. The Triage Subcommittee is composed of one representative from each segment within each quadrant of the Executive Committee. The Triage Subcommittee, through a simple majority vote of each quadrant, would first assess whether the request meets the organization's scope, and then it would prepare a recommendation including to which quadrant(s) the request is to be forwarded. The Triage Subcommittee will also recommend to which subcommittees the request should be forwarded for development, and which relative priority should be assigned. The Triage Subcommittee recommendation regarding the request is forwarded to the Executive Committee for approval



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and assignment. The Executive Committee, through a simple majority vote of each quadrant, would approve or modify and approve the triage recommendation. The request is then forwarded to the applicable standards development subcommittees for consideration. After consideration, the applicable standards development subcommittees prepare recommended standards language related to the request. The language is forwarded for industry comment, and is brought to the applicable quadrants of the Executive Committee for adoption. After the applicable quadrants adopt the standard, the Executive Committee may determine that the standard applies to quadrants different than those originally intended. If such determination is made, a reconsideration action can take place. Otherwise, the process continues with the member ratification process and ultimate publication. All members can participate in the ratification process, regardless of the quadrant declaration and the assignment of the standard to applicable quadrants.

If a reconsideration action takes place, the Executive Committee would require a simple majority vote of each quadrant that did not vote on the recommended standard, to have the recommended standard language considered by quadrant(s) other than those originally intended. If the reconsideration action fails, the recommended standard language is considered by the originally assigned quadrants. If the reconsideration motion passes, the recommended standard language is forwarded to the additional quadrants for their consideration and the vote to adopt the recommended standard language takes place at the next meeting of the Executive Committee, which would be followed by the ratification process and publication process.

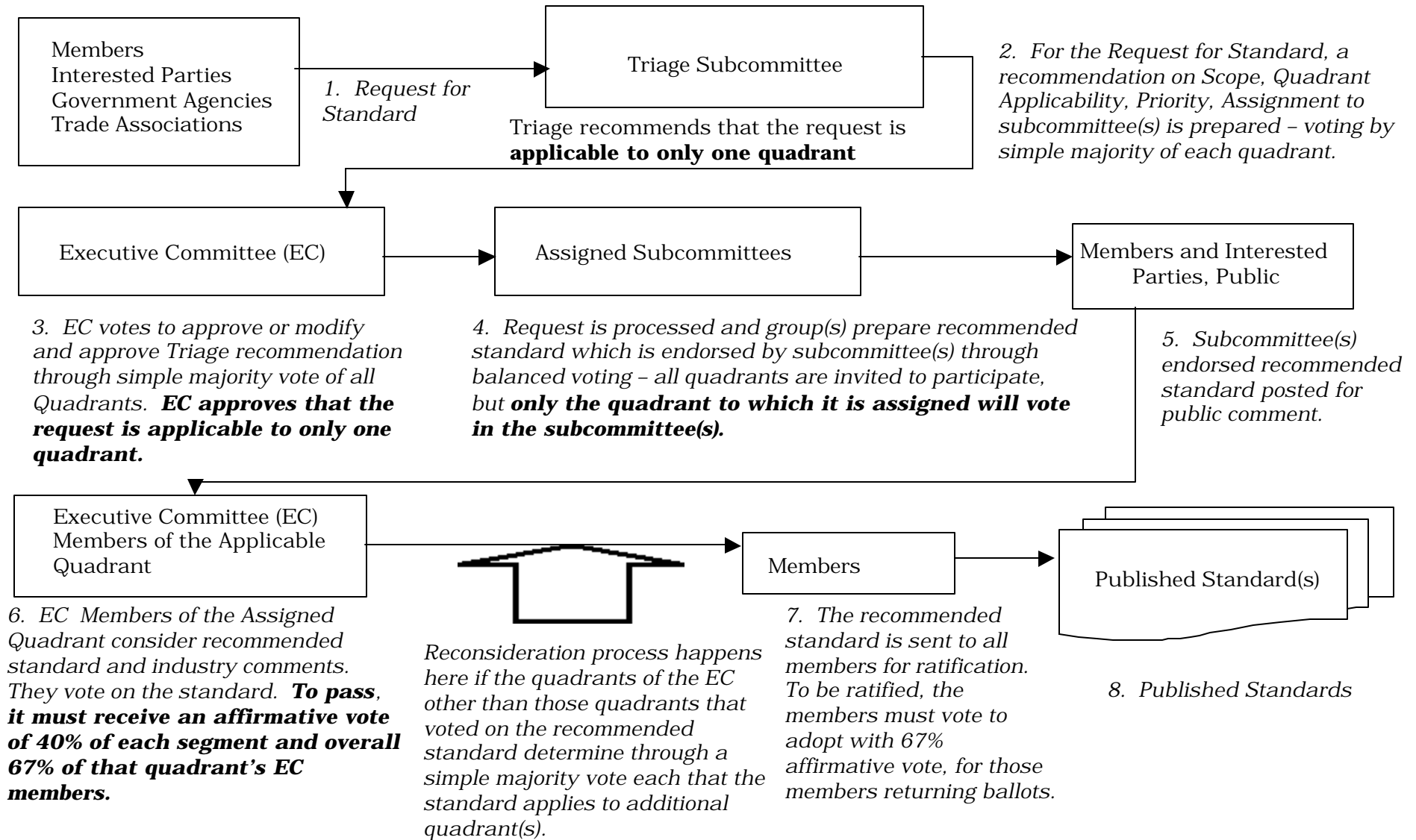
**Balanced Voting:** Standards development subcommittees are standing subcommittees, and vote by majority, with balanced votes tallied by each applicable quadrant and within each applicable quadrant, each of its segments. Each segment should be provided two votes to be apportioned on a no more than "one vote per company in attendance at the meeting" basis. The balanced votes would then be balanced across quadrants similarly. When there are more than two companies within a quadrant and segment in attendance, the two votes per segment would be apportioned equally among the attendees within that segment. Quadrant and segment identification is intended to be for information purposes and not for the purpose of counting or determining a majority at the business practice subcommittee working level. Abstentions are not counted in the apportionment of votes.

- Funding:**
1. Dues remain at \$5000 per membership.
  2. Sponsorship Dollars are solicited with no guarantee that they will be credited against future dues.

# Energy Industry Standards Board – Strawman 2

## Generic Standards Process

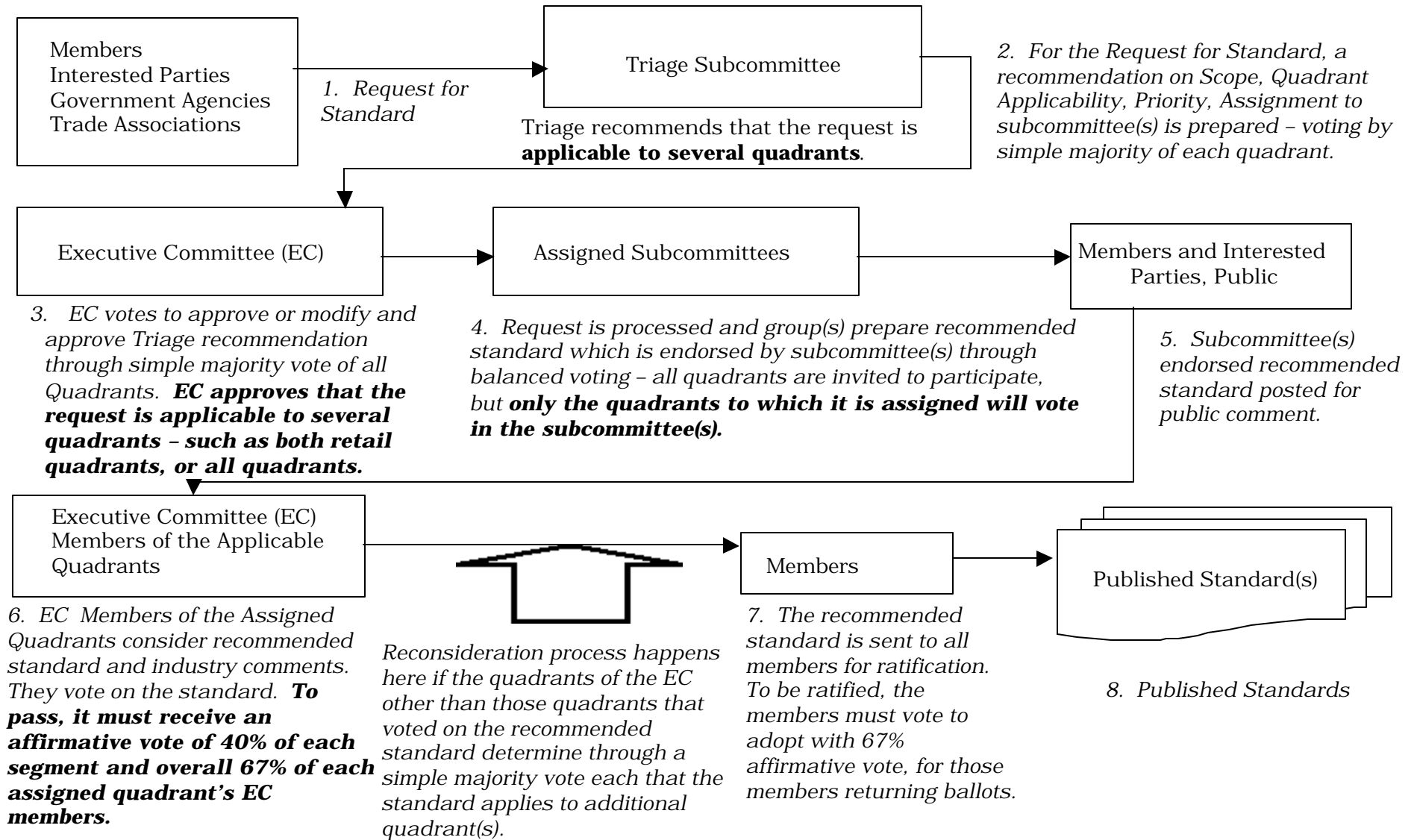
### Standards Developed Applicable to One Quadrant



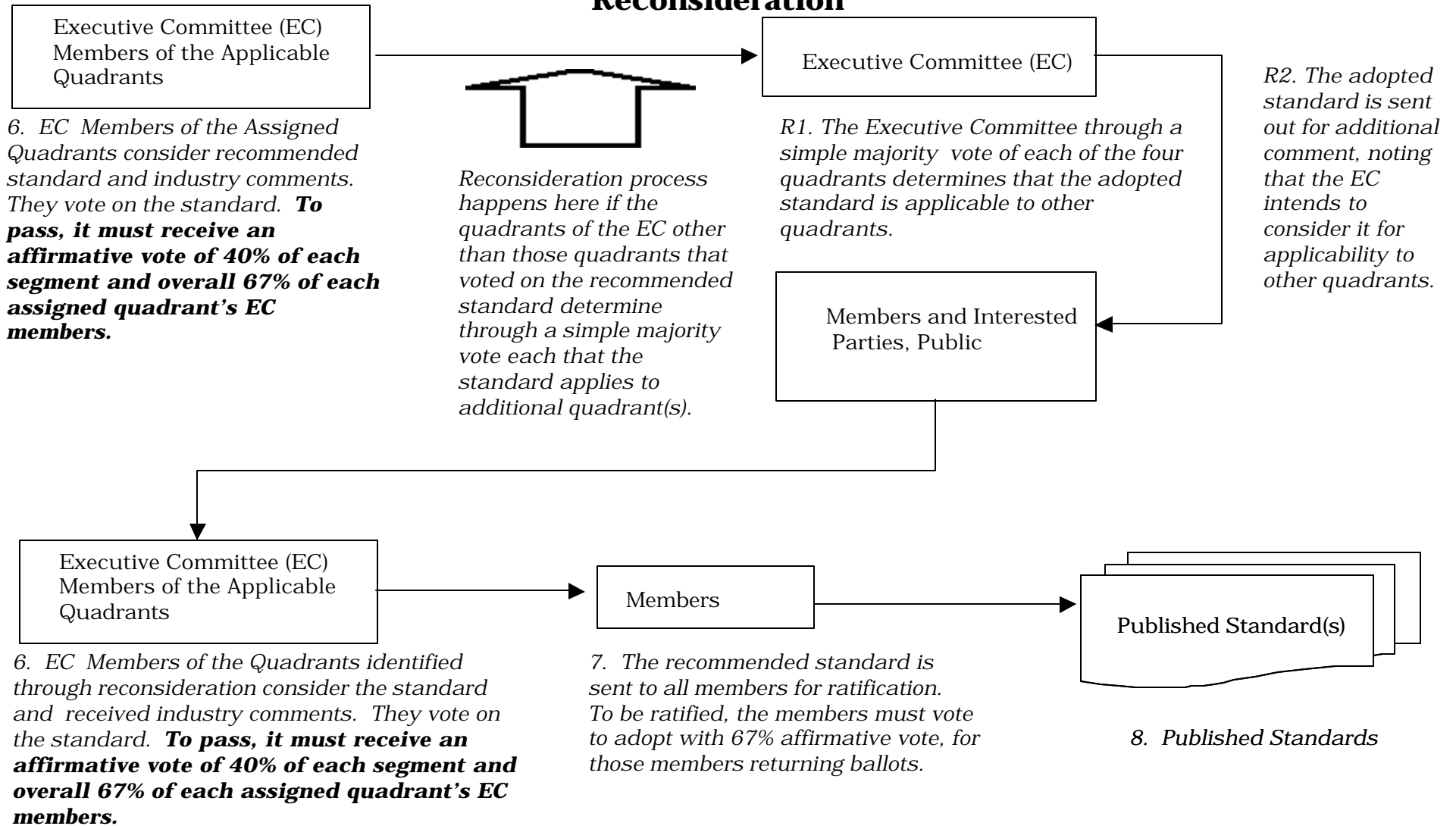
# Energy Industry Standards Board – Strawman 2

## Generic Standards Process

### Standards Developed Applicable to Multiple Quadrants



## Energy Industry Standards Board – Strawman 2 Generic Standards Process Reconsideration





**GAS INDUSTRY STANDARDS BOARD  
BOARD OF DIRECTORS MEETING MATERIALS  
MARCH 1, 2001**

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**4. ANNUAL PLAN**

- In this section you will find the 2001 Annual Plan. Mr. Buccigross, chairman of the Executive Committee, will review the progress made to date on each item including assignments to subcommittees, and the recent realignment of information requirements activities to address the current backlog of requests. During his review, Mr. Buccigross may suggest changes for the Board's consideration if needed.
- Mr. Buccigross and others will review the progress made towards the standards development related to contracts, interoperability and FERC Order No. 637.



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### GAS INDUSTRY STANDARDS BOARD

#### 2001 ANNUAL PLAN

##### Mission Statement

The GISB mission statement, as adopted by the Board of Directors, is:

"The Gas Industry Standards Board mission is to develop and promote standards to simplify and expand electronic communications, and to simplify and streamline business practices which will lead to a seamless marketplace for natural gas. These standards will assist the natural gas industry in improving customer service, enhancing the reliability of natural gas service and increasing the competitiveness and efficiency of natural gas markets."

##### Scope Statement

The GISB scope statement, as defined in the Certificate of Incorporation, is:

"The objects and purposes of GISB are to propose and adopt voluntary standards designed to promote more competitive, efficient and reliable gas service, as such standards apply to electronic data interchange ("EDI") record formats, communications protocols and related business practices that streamline the transactional processes of the gas industry."

##### 2001 Plan Description

The 2001 Annual Plan has four categories: (1) Contracts, (2) Electronic Delivery Mechanisms and Related Activities, (3) Standards Implementation, (4) Provisional Activities, and (5) Standards Maintenance & Fully Staffed Standards Work - in no particular order. The completion dates for each item indicate a relative priority. Below is a description of each category of activity.

1. Contracts: Three standards development activities for contracts are defined and underway. All three are related to the purchases and sales of natural gas - completion of the changes to the short-term contract, development of the short-term contract in electronic form and development of the long-term contract. Both the development of the long-term contract and the development of the electronic version of the short-term contract can be done directly following the completion of the changes to the short-term contract. In addition, there should be investigation and determination if a model financial hedging agreement and a transportation agreement can be developed.
2. Electronic Delivery Mechanism and Related Activities: Performance, reliability and security issues were the focus of a report issued from the U.S. Department of Energy's Sandia National Laboratories regarding a GISB standards surety assessment. Several suggestions for enhancing GISB standards were made in the assessment, which GISB will consider for implementation. The review and/or modification of GISB EDM security standards, including the determination of whether to develop a web-based public key repository is an outcome of report.

Interoperability is crucial to the ensuring that an individual on a computer can successfully access and operate multiple web sites. To achieve interoperability, GISB standards should



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not define conflicting specifications so that accessing one web site ensures that other web sites are inoperable. Specifically, a plan should be developed for addressing versioning issues – which may result in new standards or standard modifications.

Extensible Mark-up Language (XML) is a tag-based framework used primarily to exchange data in a universally understood format. It could be used as a vehicle for exchanging information in a batch (similar to EDI) or online (interactive web site) mode. XML is gaining in popularity -- several standards groups have undertaken its review, and some have endorsed its use. GISB would prepare and carry out a plan, the end result of which would be to answer the questions: “Should GISB develop standards using XML, and if so, should GISB proceed in consideration of a pilot transaction?”

3. Standards Implementation: Several completed business practice standards for FERC Order No. 637 require technical implementation standards to be developed or modified in order for the activity to be considered fully staffed. In addition, our ANSI ASC X12 EDI standards are being reviewed for the need to migrate to a new version of the ANSI standards.
4. Provisional Activities: The GISB Board of Directors may consider whether it is in the organization's interest to consider evolving from the "Gas" Industry Standards Board to the "Energy" Industry Standards Board, as a carry-over Board activity from 2000. As such, some of the activities denoted under the “Provisional Activities” category will require Board approval and in some cases, Board action.

The activities include the investigation of the development an “energy day” standard and consistent changes to existing GISB standards. For gas retail standards, a development plan should be prepared for review and approval by the Board. For the determination of whether GISB will become part of an energy industry standards board, the Board will continue its review and consideration. If the Board does determine to go forward, a plan should be prepared by the stakeholders of the new organization. All stakeholders including previous GISB members should be asked to draft input for this planning process.

5. Program of Standards Maintenance and Fully Staffed Standards Work: This is an ongoing effort to maintain existing business practice standards, information and technical standards, and implementation guides and standards manuals. Version 1.5 of the standards should be published in the first quarter 2001.



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### GAS INDUSTRY STANDARDS BOARD 2001 ANNUAL PLAN

<b>Item Description</b>	<b>Completion<sup>1</sup></b>	<b>Assignment<sup>2</sup></b>
<b>Contracts</b>		
1 Modify the short-term base contract for purchase and sales of natural gas based on several years' use	1 <sup>st</sup> Qtr	EC
2 Build an electronic contract from the short-term base contract for purchase and sales of natural gas.	3 <sup>rd</sup> Qtr	EC
3 Contracts Request No. R98019 - Development of a Standard/Model Long Term Base Contract for Purchase and Sales of Natural Gas.	4 <sup>th</sup> Qtr	EC
4 Determine if a standard transportation services agreement is needed and if so, develop it.	4 <sup>th</sup> Qtr	EC
5 Determine if a model financial hedging agreement is feasible and if so develop a model financial hedging agreement.	4 <sup>th</sup> Qtr	EC
<b>Electronic Delivery Mechanisms and Related Activities</b>		
6 Develop plan to consider surety assessment recommendations based on the Sandia National Laboratories. Implement those that are determined needed, including changes to existing GISB standards.	3 <sup>rd</sup> Qtr	EC
7 Develop plan to address "versioning" and other interoperability issues, and implement action items, including changes to existing GISB standards	3 <sup>rd</sup> Qtr	EC
8 Develop XML plan and complete action items, including consideration of a pilot transaction.	4 <sup>th</sup> Qtr	EC
<b>Standards Implementation</b>		
9 Complete the implementation of FERC Order No. 637 standards.	2 <sup>nd</sup> Qtr	EC
10 Continue review against plan for migration to ANSI ASC X12 new versions as needed.	4 <sup>th</sup> Qtr	EC

<sup>1</sup> Dates in the completion column are by end of the quarter for completion by the assigned committee. The dates do not necessarily mean that the standards are fully staffed so as to be implementable by the industry, and/or ratified by membership. If one item is completed earlier than planned, another item can begin earlier and possibly complete earlier than planned. There are no begin dates on the plan.

<sup>2</sup> The groups indicated in the assignment column can forward the action item to an existing subcommittee or create a subcommittee or task force for completion of the item.



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<b>Item Description</b>	<b>Completion<sup>1</sup></b>	<b>Assignment<sup>2</sup></b>
<b>Provisional Activities</b>		
11 Examination, report and determination of if an “energy day” standard is needed, including assessment of changes to existing GISB standards.	3 <sup>rd</sup> Qtr	Board/EC
12 Prepare development plan for gas retail standards.	2 <sup>nd</sup> Qtr	Board/EC
13 Consider establishment of an Energy Standards Board, which would encompass GISB, its products and ongoing work.	Ongoing	Board
<b>Program of Standards Maintenance &amp; Fully Staffed Standards Work <sup>3</sup></b>		
Business Practice Requests	Ongoing	EC
Information Requirements and Technical Mapping of Business Practices	Ongoing	EC
Ongoing Interpretations for Clarifying Language Ambiguities	Ongoing	EC
Ongoing Maintenance of Code Values and Other Technical Matters	Ongoing	EC

- Notes: (1) Priority is given to action items that are carry-overs from the 2000 Annual Plan.  
(2) Any new activity should be preceded by a request from the submitter (action items nos. 4 and 5).

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<sup>3</sup> This work is considered routine maintenance and thus the items are not separately numbered.



**GAS INDUSTRY STANDARDS BOARD  
BOARD OF DIRECTORS MEETING MATERIALS  
MARCH 1, 2001**

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**5. FINANCE REPORTS**

- In this section you will find the 2001 Finance Report as of January 31, 2001.
- Rae McQuade and Darla Wishart will review the finance reports and answer questions.



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**TO:** GISB Board of Directors  
**FROM:** Rae McQuade, Executive Director  
**RE:** Variance Report - January 31, 2001  
**DATE:** February 20, 2001

Attached is the variance report as of January 31, 2001 based on the approved budget and the accrual based actuals.

<b>Revenue Accounts</b>	<b>2001 Budget</b>	<b>Jan YTD Budget</b>	<b>Jan YTD Actuals</b>	<b>Variance YTD</b>	<b>Expected YE</b>	<b>Variance YE</b>
Membership Dues	\$760,000	\$690,000	\$686,251	(\$3,749)	\$760,000	0
Certification	\$22,500	\$0	\$0	\$0	\$22,500	0
Courses & Meetings & Products	\$70,000	\$500	\$560	\$60	\$70,000	0
Advertising	\$25,000	\$0	\$0	\$0	\$25,000	0
<b>TOTAL</b>	<b>\$877,500</b>	<b>\$690,500</b>	<b>\$686,811</b>	<b>(\$3,689)</b>	<b>\$877,500</b>	<b>\$0</b>
<b>Expense Accounts</b>						
Salaries, Benefits & Taxes	\$415,000	\$77,000	\$76,564	(\$436)	\$415,000	0
Office Rents	\$45,000	\$3,750	\$3,764	\$14	\$45,000	0
Office Expenses	\$40,000	\$3,333	\$1,865	(\$1,468)	\$40,000	0
Telecommunications	\$55,000	\$4,583	\$3,062	(\$1,521)	\$55,000	0
Travel & Meetings	\$110,000	\$9,167	\$5,173	(\$3,994)	\$110,000	0
Publications	\$60,000	\$5,000	\$4,823	(\$177)	\$60,000	0
Outside Services	\$120,000	\$10,000	\$8,875	(\$1,125)	\$120,000	0
Insurance	\$10,000	\$833	\$377	(\$456)	\$10,000	0
Other (Contingency)	\$0	\$0	\$0	\$0	\$0	0
Capital Expenditures	\$20,000	\$0	\$0	\$0	\$20,000	0
<b>TOTAL</b>	<b>\$875,000</b>	<b>\$113,667</b>	<b>\$104,503</b>	<b>(\$9,164)</b>	<b>\$875,000</b>	<b>\$0</b>



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### **General Summary:**

The revenue collected is lower than budgeted, with GISB revenues lower than expected for dues – as a result of lost members. This will be offset in February with the addition of two new members. The expenses year-to-date are \$10,000 less than originally planned as some of the expenses will be realized in February and March. Overall, we are within 1% of budget revenues and 8% below budget for expenses. The year end estimates should not vary from the original budget.



## Gas Industry Standards Board

1100 Louisiana, Suite 3625, Houston, Texas 77002  
Phone: (713) 356-0060, Fax: (713) 356-0067, E-mail: gisb@aol.com  
Home Page: www.gisb.org

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### **Balance Sheet- Accrual - As of January 31, 2001**

#### **Assets**

##### Current Assets

Checking/Savings	\$283,319
Accounts Receivable	\$154,995
Other Current Assets	\$20,684
Total Current Assets	\$458,997

Fixed Assets	\$26,523
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#### **Total Assets**

**\$485,523**

#### **Liabilities and Equity**

##### Current Liabilities

Accounts Payable	\$19,142
Other Current Liabilities	\$15,833
Total Current Liabilities	\$34,975

##### Equity

Retained Earnings	\$-131,760
Net Income	\$582,308
Total Equity	\$450,548

#### **Total Liabilities and Equity**

**\$485,523**



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### Accounts Receivable Aging Report Accrual Based, As of January 31, 2001

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<b>Accounts Receivable</b>	<b>\$ 154,994</b>
- Receivables related to 2001 membership dues due 01-01-01	\$150,000
- Dues paid or credit memos issued since 01-31-01	\$ 80,000
- Dues outstanding as of 2-20-01 <sup>1</sup> (14 members)	\$ 70,000

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<b>Accounts Receivable Not Related to 2001 Dues</b>	
- Receivables paid since 01-31-01	\$4,994
- Other Receivables	\$ 0

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<sup>1</sup> Members with dues outstanding for 2001 are: Blackstone Technology, Citizens Power, Consolidated Edison of NY, Equitable Gas, GE Global Exchange, Northern States Power Wisconsin, Ozark Gas Transmission, PaperFree Systems, Peoples Gas Light and Coke, Public Service Electric and Gas, Service Pro, Southern Connecticut Gas, TXU Lone Star Pipeline and Wisconsin Electric Power.



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### Revenues and Expenses - Accrual - As of January 31, 2001

#### **Income**

Membership Dues	\$721,251
Membership Dues Forfeited	\$35,000
Certification	\$0
Courses & Meetings & Products	\$560
Advertising	\$0

#### **Gross Profit**

**\$686,811**

#### **Expense**

Salaries, Benefits & Taxes	\$76,564
Office Rents	\$3,764
Office Expenses	\$1,865
Telecommunications	\$3,062
Travel & Meetings	\$5,173
Publications	\$4,823
Outside Services	\$8,875
Insurance	\$377

#### **Total Expense**

**\$104,503**

#### **Net Income**

**\$582,308**



**GAS INDUSTRY STANDARDS BOARD  
BOARD OF DIRECTORS MEETING MATERIALS  
MARCH 1, 2001**

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**6. 2000 MEMBERSHIP REPORT**

- Attached is the most recent membership report for the GISB organization.
- Ms. Garcia and Ms. McQuade will update the Board on the efforts to attract new members and maintain existing membership.

**Gas Industry Standards Board  
Member List 2001  
Prepared February 20, 2001**

**End Users**

- 1 ANP Marketing Company
- 2 Arizona Public Service Company
- 3 Boeing Co.
- 4 Cinergy Services, Inc.
- 5 Citizens Power Sales
- 6 Comprehensive Energy Services
- 7 Defense Energy Support Center
- 8 Edison Mission Marketing and Trade
- 9 El Paso Merchant Energy
- 10 Entergy Services, Inc.
- 11 Florida Power & Light Company
- 12 GPU Energy
- 13 Imperial Irrigation District
- 14 Midland Cogeneration Venture
- 15 PPL EnergyPlus
- 16 Reliant Energy HL&P
- 17 Salt River Project Agricultural Improvement and Power District

**LDCs**

- 1 Ameren Corporation
- 2 Baltimore Gas & Electric Co.
- 3 Columbia Gas Distribution Co.
- 4 ConEdison
- 5 Consolidated Natural Gas
- 6 Equitable Gas Company
- 7 Key Span Energy
- 8 Laclede Gas Co.
- 9 Michigan Consolidated Gas Co.
- 10 National Fuel Gas Distribution
- 11 Nicor Gas
- 12 NiSource Inc.
- 13 Northern States Power - Wisconsin
- 14 Northwest Natural Gas Company
- 15 Oklahoma Natural Gas Company
- 16 Pacific Gas & Electric
- 17 PECO Energy Co.
- 18 Peoples Gas Light & Coke Co.
- 19 Providence Gas Co.
- 20 Public Service Electric & Gas
- 21 Southern California Gas Co.
- 22 Southern Connecticut Gas Co.
- 23 Southwest Gas Corporation
- 24 Washington Gas Light Co.
- 25 Westfield Gas & Electric Light Dept.
- 26 Wisconsin Electric Power Company
- 27 Wisconsin Public Service
- 28 Wisconsin Gas Company

**Government**

- 1 Department of Energy

**Producers**

- 1 BP Amoco Corporation
- 2 Burlington Resources
- 3 Chevron U.S.A. Production
- 4 Coastal Oil & Gas
- 5 Conoco, Inc.
- 6 Dominion Exploration and Production, Inc.
- 7 Crestar Energy, Inc.
- 8 ExxonMobil Gas Marketing
- 9 Marathon Oil Company
- 10 Occidental Energy Marketing Inc. (OEMI)
- 11 PanCanadian Petroleum
- 12 Texaco Natural Gas, Inc.

**Gas Industry Standards Board  
Member List 2001  
Prepared February 20, 2001**

*Pipelines*

- 1 Algonquin Gas Transmission
- 2 Alliance Pipeline Ltd.
- 3 ANR Pipeline Company
- 4 CMS Panhandle Eastern Pipe Line Co.
- 5 CMS Trunkline Gas Company
- 6 Dominion Transmission, Inc.
- 7 Colorado Interstate Gas Co.
- 8 Columbia Gas Transmission
- 9 Columbia Gulf Transmission Co.
- 10 El Paso Energy Pipeline Group
- 11 Equitrans LP.
- 12 Florida Gas Transmission Co.
- 13 Great Lakes Gas Transmission
- 14 HS Resources Inc.
- 15 Iroquois Gas Transmission System
- 16 Kansas Pipeline Company
- 17 Koch Gateway Pipeline
- 18 Mid Continent Market Center
- 19 Mid Louisiana Gas Company
- 20 Mississippi River Transmission
- 21 National Fuel Gas Supply Corp.
- 22 Natural Gas Pipeline Co of America
- 23 Northern Border Pipeline Co.
- 24 Northern Natural Gas Co.
- 25 NOVA Gas Transmission Ltd.
- 26 Ozark Gas Transmission, L.L.C.
- 27 PG&E Gas Transmission
- 28 Pemex Gas y Petroquimica Basica
- 29 Portland Natural Gas Transmission System
- 30 Questar Pipeline Co.
- 31 Reliant Energy Gas Transmission Company
- 32 Sabine Pipe Line Company
- 33 Southern Natural Gas Co.
- 34 Shell Gas Transmission, LLC
- 35 Tennessee Gas Pipeline
- 36 Texas Eastern Transmission Corp
- 37 TransCanada Pipelines

- 38 Transwestern Pipeline Co.
- 39 TXU Lone Star Pipeline Company
- 40 Vector Pipeline L.P.
- 41 Viking Gas Transmission Company
- 42 Westcoast Energy Inc.
- 43 Williams Gas Pipeline
- 44 Williston Basin Interstate Pipeline

*Services*

- 1 AEP Energy Services, Inc.
- 2 Allegro Development
- 3 Altra Energy Technologies, L.L.C.
- 4 Aquila Energy
- 5 Blackstone Technology Group
- 6 British Columbia Power Exchange Corp.
- 7 BTUWatch.com
- 8 Caminus
- 9 CapacityCenter.com
- 10 CGI Group
- 1 Coral Energy Resources, L.P.
- 12 DTE Energy Trading, Inc
- 13 Dynegy Inc.
- 14 Elite Computer Consultants
- 15 Energy Solutions International
- 16 Enron Administrative Services Corp.
- 17 Enron Capital & Trade Resources
- 18 Excelergy
- 19 GE Information Services
- 20 Group 8760, LLC
- 21 Hatch Associates Limited
- 22 IBM Corporation
- 23 Iconixx Corp.
- 24 IDACORP Energy Solutions
- 25 Internet Commerce Corp.
- 26 IPNet Solutions, Inc.
- 27 K N Energy, Inc.

**Gas Industry Standards Board  
Member List 2001  
Prepared February 20, 2001**

*Services (Continued)*

- 28 Latitude Technologies
- 29 Merchant Energy Group of the Americas, Inc.
- 30 Merrill Lynch Capital Services, Inc.
- 31 Northeast Gas Markets, LLC
- 32 NrG Information Services, Inc.
- 33 PanCanadian Energy Services, Inc.
- 34 PaperFree Systems, Inc.
- 35 Pepco Gas Services
- 36 PG&E Energy Trading
- 37 Proxicom, Inc.
- 38 Reliant Energy Services, Inc.
- 39 Resource Data International
- 40 ServicePro Professional Technical Services
- 41 Southern Company Energy Marketing
- 42 Spherion
- 43 Sterling Commerce
- 44 Systrends, Inc.
- 45 Tractebel Energy Marketing, Inc.
- 46 TXU Energy Trading Co.
- 47 U.S. Power Solutions Corporation
- 48 Utility Partners, Inc.
- 49 Williams Energy Services Co.