

**GAS INDUSTRY STANDARDS BOARD**

**BOARD OF DIRECTORS MEETING**

**MARCH 4, 1999**



**GAS INDUSTRY STANDARDS BOARD**  
**GISB BOARD OF DIRECTORS MEETING**  
**MEETING MATERIALS -- MARCH 4, 1999**

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# GAS INDUSTRY STANDARDS BOARD

## GISB BOARD OF DIRECTORS MEETING

### MEETING MATERIALS -- MARCH 4, 1999

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#### 1. WELCOME AND OPENING REMARKS

- The meeting is held at:
    - Where: Sheraton North Houston Hotel  
George Bush Intercontinental Airport  
15700 John F. Kennedy Boulevard
    - Phone: 281-442-5100
  
  - Time of the meeting is:
    - March 4, 1999: 11:00 a.m. to 3:00 p.m. central
  
  - For further assistance please reach :
    - Veronica Thomason at (713) 356-0060
  
  - The officers presiding over the Board of Directors meeting are:
    - Jim Templeton - Chairman
    - Stan Horton - First Vice Chair
    - Bill Boswell - Second Vice Chair & Treasurer
    - Rae McQuade - Executive Director & Secretary
  
  - Presenters for the Board of Directors Meeting are:
    - Carl Caldwell, Co-Chairman, EBB Internet Implementation Team
    - Jim Buccigross, Chairman, Executive Committee
    - S. Dennis Holbrook, GISB General Counsel
-



# Gas Industry Standards Board

1100 Louisiana, Suite 4925, Houston, Texas 77002  
Phone (713)356-0060, Fax (713)356-0067, e-mail gisb1@aol.com  
Home Page [www.gisb.org](http://www.gisb.org)

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## Gas Industry Standards Board

### Board of Directors for 1999

#### End User Segment:

Janie Mitcham, V.P. Fuel and Energy Management, Houston Industries  
John Stevens, President & COO, Eastern Utilities Associates  
Jim Templeton, Principal, Comprehensive Energy Services  
Norman Davis, Manager Energy Purchases, International Paper  
Lee Smith, Vice President Gas Supply, Midland Cogeneration Venture

#### Term Ending:

December 31, 2000  
December 31, 2000  
December 31, 2000  
December 31, 1999  
December 31, 1999

#### Local Distribution Companies Segment:

Walt DeForest, Sr. V.P., National Fuel Gas Distribution  
Lee Stewart, President, Energy Transportation Services, Southern California Gas Co  
Bill Boswell, V.P., Secretary & General Counsel, Peoples Natural Gas  
Mary Jane McCartney, Sr. V.P., Gas Operations, ConEd  
Andy Sonderman, Sec. & Gen. Counsel, Columbia Gas Distribution

#### Term Ending:

December 31, 2000  
December 31, 2000  
December 31, 1999  
December 31, 1999  
December 31, 1999

#### Pipelines Segment:

Ron Mucci, V.P. & CIO, Williams Gas Pipelines  
Bob Reid, Vice President, Colorado Interstate Gas  
Rick Baish, President, El Paso Natural Gas  
Stan Horton, Chairman & CEO, Enron Gas Pipeline Group  
Terry McGill, President, Columbia Gulf Transmission

#### Term Ending:

December 31, 2000  
December 31, 2000  
December 31, 2000  
December 31, 1999  
December 31, 1999

#### Producer Segment:

Pete Dickson, East Region Marketing Manager, Exxon Company  
Tammy Norman, Vice President, U.S. Physical Trading, Amoco  
Allan Knopp, Director, Regulatory Affairs, Conoco  
Nancy Laird, Group V.P. Marketing, PanCanadian Petroleum Ltd.  
Hugh Roberts, Manager of Industry and Regulatory Affairs, Marathon

#### Term Ending:

December 31, 2000  
December 31, 2000  
December 31, 1999  
December 31, 1999  
December 31, 1999

#### Services Segment:

Vacancy  
Tim Janisse, Vice President, Administration, Engage Energy  
Steve Bergstrom, Exec. Vice President, Dynegy Marketing and Trade  
Julie Gomez, Vice President, Enron Capital & Trade Resources  
Greg Lander, President, TransCapacity

#### Term Ending:

December 31, 1998  
December 31, 1998  
December 31, 1999  
December 31, 1999  
December 31, 1999



**GAS INDUSTRY STANDARDS BOARD**  
**GISB BOARD OF DIRECTORS MEETING**  
**MEETING MATERIALS -- MARCH 4, 1999**

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**1. ANTITRUST GUIDELINES**

- GISB General Counsel Dennis Holbrook 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**  
**GISB BOARD OF DIRECTORS MEETING**  
**MEETING MATERIALS -- MARCH 4, 1999**

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**1. ADOPTION OF AGENDA**

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



# Gas Industry Standards Board

1100 Louisiana, Suite 4925, Houston, Texas, 77002  
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Home Page -- [www.gisb.org](http://www.gisb.org)

VIA FACSIMILE

February 22, 1999

TO: GISB Board of Directors  
FROM: Rae McQuade, Executive Director  
RE: Upcoming March 4 Board of Directors Meeting

## MEETING ANNOUNCEMENT:

Attached please find the draft agenda for the upcoming Board of Directors meeting, which is scheduled for March 4, as previously announced. Materials will be sent to the Board members shortly, and posted on the home page for access by interested parties.

The meeting arrangements for the Board meeting are:

Where: Sheraton North Houston Hotel, George Bush Intercontinental Airport  
15700 John F. Kennedy Boulevard  
Phone: 281-442-5100  
When: March 4, 1999  
11:00 a.m. to 3:00 p.m.

The hotel is located within the George Bush Airport (previously named Houston Intercontinental Airport) for the convenience of the Board members traveling to Houston. Lunch will be served during the meeting. I look forward to seeing you in Houston on March 4. Please feel free to call if you have any questions or comments, or additions to the agenda.

cc: Trade Associations for distribution to their members  
Laurie Paulson  
Posting on GISB Home Page for access to all GISB members and other interested parties  
Jim Buccigross  
Dennis Holbrook



## GISB BOARD OF DIRECTORS MEETING

Sheraton North Houston Hotel, Houston, Texas  
March 4, 1999 -- 11:00 a.m. to 3:00 p.m.

### PROPOSED AGENDA

- |            |   |  |  |
|------------|---|--|--|
| 11:00 a.m. | 1 | Welcome & Administrative Items <ul style="list-style-type: none"><li>• Antitrust Guidelines</li><li>• Agenda Adoption</li></ul>  | J. Templeton<br>D. Holbrook                |
|            | 2 | Adoption of Minutes from December 3, 1998  | J. Templeton<br>R. McQuade                 |
|            | 3 | Annual Plan <ul style="list-style-type: none"><li>• 1998 Annual Plan Completion</li><li>• 1999 Annual Plan Update</li><li>• Workload Analysis</li></ul>  | J. Buccigross<br>C. Caldwell<br>R. McQuade |
|            | 4 | Report on Common Codes Issues <ul style="list-style-type: none"><li>• IHS awarded contract for common location code</li><li>• Dun &amp; Bradstreet progress - determination to continue or pursue other avenues</li></ul>    | R. McQuade<br>D. Holbrook<br>C. Caldwell   |
|            | 5 | FERC Reporting <ul style="list-style-type: none"><li>• Copyright issues and posting GISB copyrighted information</li><li>• Process Gas Consumers filing</li></ul>  | R. McQuade<br>D. Holbrook                  |
|            | 6 | Certification Program  | R. McQuade<br>J. Buccigross                |
|            | 7 | Finance Reports <ul style="list-style-type: none"><li>• 1999 Accounting Report - Cash &amp; Accrual Based</li></ul>  | R. McQuade                                 |
|            | 8 | Membership Report <ul style="list-style-type: none"><li>• 1999 Membership</li><li>• Projects to Attract New Members</li><li>• Success of program to attract membership by offering reduced initial membership fees</li></ul> | R. McQuade                                 |
|            | 9 | Other Business   |  |
| 3:00 p.m.  |   | Adjourn  |  |



**GAS INDUSTRY STANDARDS BOARD**  
**GISB BOARD OF DIRECTORS MEETING**  
**MEETING MATERIALS -- MARCH 4, 1999**

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**2. ADOPTION OF MINUTES**

- The draft minutes of December 3, 1998 were posted on the home page for review and are included in these materials for vote to adopt.
  - The Board of Directors is requested to review the draft minutes, suggest changes if needed, and vote to adopt as minutes of the meeting. The vote is a simple majority vote.
-



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

**Airport Marriott, Houston, Texas  
December 3, 1998  
DRAFT MINUTES**

**1. Opening Remarks**

Mr. Ciliske opened the Board of Directors meeting and welcomed the Board members, speakers and observers to the meeting. Mr. Holbrook provided the antitrust guidelines. The agenda was adopted as presented at the meeting with the addition of an executive session at the end of the meeting. The minutes of September 30 were adopted with no changes.

**2. Annual Plan**

Mr. Bray reviewed the efforts so far toward the 1998 plan and identified items that are recommended to roll over to the 1999 plan. Ms. McQuade updated the group on the efforts for the Imbalance Netting Task Force. Mr. Bray updated the Board on the Title Transfer Tracking efforts. Mr. Caldwell updated the group on the EII efforts and presented the plan for delivery of standards and recommended industry implementation.

In introducing the 1999 Annual Plan, Mr. Bray asked that the timeline presented by Mr. Caldwell be made part of the 1999 Annual Plan. There was agreement that the timeline should be included in the plan. Mr. Sonderman asked that a request, Request No. R98086 regarding notices communication, be addressed earlier than indicated in the 1999 Annual Plan, to which there was agreement to move the completion date to first quarter 1999. With the amendments, the 1999 Annual Plan was approved unanimously.

**3. Common Codes**

Ms. McQuade and Mr. Lander updated the Board on the activities regarding common codes. GISB has two common codes: (1) a common location point code, previously supplied through PI/Dwights, called the DRN number (data reference number), and (2) a common business party code, supplied by Dun and Bradstreet, called the D-U-N-S® Number. For the issues regarding common location point code, seven proposals were received as a result of an RFP being distributed to GISB service segment members. The proposals outlined how the submitters would fulfill the role of code assignor and distributor for the common location code and the associated costs of performing such as service. Ms. McCartney and Ms. Laird reviewed the proposals and selected IHS Energy Group. IHS should have a common repository for codes and associated information available from the GISB Web site no later than the end of the first quarter. They will begin immediately to assign codes to location points.

Mr. Lander reviewed the common code efforts undertaken with D&B regarding display of company names associated with the common code for company identification, the D-U-N-S® Number. Ms. McQuade and Mr. Holbrook are working with D&B to obtain intellectual property rights to the codes and associated names, so that a common repository of the information can be made available and thus resolve outstanding issues that the Federal Energy Regulatory Commission has regarding access to the associated business party names. Several companies are participating with D&B is testing their

information, which would be needed to build the repository. If no solution is achieved through D&B, work will begin immediately on an alternate solution. The issue with D&B should be resolved by April 30, 1999. An update report will be filed shortly with the FERC.

**4. Finance Report & 1999 Budget**

Ms. McQuade and Ms. Admire reviewed the 1998 financial statements. Several expenditures have been made to support courses, the revenue for which will be realized in 1999. In 1999, the course structure will be modified to offer more one day classes and provide both CLE and CPA credits for the courses as applicable. There were no questions on the 1998 budget and expenditures. For 1999, the budget was reviewed by Mr. Templeton. The budget for 1998 is similar to that for 1999 but with an overall decrease of \$10,000. The budget for 1999 is \$945,000 compared to 1998 budget of \$955,000. There was realignment of the 1999 specific budget expenses to more accurately reflect the expenses incurred in 1998. The 1999 budget was adopted unanimously.

**5. Membership**

Ms. McQuade noted that the membership drive has not received enough attention to show much progress. She indicated that a promotion would be needed to attract more end users to GISB, as they are not aware of our organization, its benefits and the impact end users can have on the resulting standards. Further efforts will be made to approach the accounting and law firms and the members of associated organizations such as the Federal Energy Bar Association for membership in GISB. Mr. Lander asked for an evaluation of the program instituted this year regarding discounted membership dues for the first year of membership. The report will be given at the next Board meeting.

**6. Other Business**

Mr. Bray noted that GISB will be submitting an update report to the FERC shortly regarding efforts on common codes, efforts against Order Nos. 587-G and 587-I, as well as the normal updates. Mr. Templeton reviewed the meetings held earlier in the month with the FERC Commissioners. The Board was informed that the Executive Committee leadership in 1999 has changed, and Mr. Buccigross and Mr. Novak will fill the roles of chair and vice-chair, respectively. Mr. Bray was thanked for his years of leadership within GISB, during which the organization proceeded through some significant changes.

**7. Adjournment**

The meeting adjourned at 3:00 p.m.

**8. Executive Session**

The Board held an executive session immediately following the adjournment of the general session. The purpose of the executive session was to discuss compensation issues for Ms. McQuade and Ms. Thomason.

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<u>Segment</u>	<u>Member</u>	<u>Attendance</u>	<u>Present</u>
<u>End Users:</u>	L.G. Brackeen		✓
	John Stevens		✗
	Jim Templeton		✓
	Mike Wallace		✗
	Norm Davis		✗
<u>LDCs:</u>	Walt DeForest		✓
	Bill Boswell		✓
	Mary Jane McCartney		✓
	Andy Sonderman		✓
	Lee Stewart		✓
<u>Pipelines:</u>	Rick Baish		✓
	Ron Mucci		✓
	Stan Horton		✓
	Bob Reid		✓
	Terry McGill		✓
<u>Producers:</u>	Allan Knopp		✓
	Jeff Hutton		✓
	Nancy Laird		✓
	Richard Lindley		✓
	Tammy Norman		✗
<u>Services:</u>	Steve Bergstrom		✓
	Terry Ciliske		✓
	Tim Janisse		✓
	Greg Lander		✓
	Julie Gomez		✓
<u>Presenters:</u>	Mike Bray	Chairman Executive Committee	
	Carl Caldwell	Deloitte and Touche	
<u>Administrative</u>	Rae McQuade	Executive Director	
	Dennis Holbrook	General Counsel	
	Veronica Thomason	GISB Staff	
	Laurie Paulson	Hoffman Paulson Associates	
	Cheryl Hoffman	Hoffman Paulson Associates	
	Jo Ann Garcia	GISB Staff	
	Dalia Alejos	GISB Staff	
	Susan Admire	Admire & Associates, Accounting Services	
<u>Advisory</u>	Bruce Ellsworth	Chairman, Advisory Committee	

**Attendance** (Continued)

Observers

Les Fyock	American Gas Association
Michael Hansen	Columbia Gulf Transmission
Andy Lang	ECOM Worldwide
Shelley Corman	Enron Pipeline Group
Theresa Hess	Enron -- Transwestern Pipeline
Donna Scott	Enron Administrative Corp.
Julie Unruh	Koch Gateway
Mark Scheel	Dynergy
Kim Van Pelt	Duke Energy -- Panhandle Eastern
Leigh Spangler	Latitude Technologies
Mark Gracey	Tennessee Gas Pipeline
Dale Davis	Williams Gas Pipeline



# GAS INDUSTRY STANDARDS BOARD

## GISB BOARD OF DIRECTORS MEETING

### MEETING MATERIALS -- MARCH 4, 1999

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### 3. ANNUAL PLAN

- Attached please find the final 1998 annual plan. It will be reviewed for accomplishments of the organization against the plan in 1998.
  - Attached please find the 1999 annual plan update. It will be reviewed for accomplishments of the organization against the plan in 1999 and possible areas where changes may be required.
  - Attached please find a task force workload analysis. Average time for addressing requests and backlogs by task force will be reviewed to ensure that the organization structure and procedures fit the work requested of GISB.
-



# Gas Industry Standards Board

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## GAS INDUSTRY STANDARDS BOARD 1998 ANNUAL PLAN AT YEAR END

<u>ITEM DESCRIPTION</u>	<u>STATUS</u>	<u>SCHEDULED COMPLETION DATE<sup>1</sup></u>
<b>FINISH THE WORK OF THE OPEN ISSUES</b>		
✓ 1. Intraday Compromise Model	Completed - 3/12/98	1st Qtr 1998
✓ 2. Contracts -- Gas Day Trades	Completed - 6/26/98	1st Qtr 1998
✓ 3. OBA standards	Completed - 7/29/98	2nd Qtr 1998
4. Imbalance netting standards	In Progress	1st Qtr 1999
✓ 5. Contracts -- Trading Partner Agreement	Completed -- 8/20/98	2nd Qtr 1998
✓ 6. Title Transfer Tracking (Nominations/Confirmations)	Completed - 12/17/98	4th Qtr 1998
7. Ranking Across Contracts	In Progress	4th Qtr 1999
8. Multi-tiered Allocations	In Progress	2nd Qtr 1999
9. Critical Notices	In Progress	1st Qtr 1999
<b>WEB PAGE STANDARDS AND TRANSITION OF EBBS TO INTERNET</b>		
✓ 10. Report to FERC on Internet	Completed -- 3/20/98	1st Qtr 1998
✓ 11. Standards Development for Web Pages		
- Non-transactional standards	Completed -- 6/26/98	2nd Qtr 1998
- Transactional standards for general & nominations	Completed -- 12/17/98	4th Qtr 1998
✓ 12. Plan for the transition of EBB functions to the Internet	Completed -- 7/1/98	2nd Qtr 1998
13. Development of standards for the transition of EBB functions	Timeline approved 8/20/98	See 1999 Plan
<b>ORGANIZED PROGRAM OF STANDARDS MAINTENANCE</b>		
✓ 14. Update prepared for the Board by the Executive Committee officers regarding the maintenance plan	Completed 12/8/97	4th Qtr 1997
15. Schedule for Future Releases of Data Sets and Related Business Practice Standards - Pending Requests and Future Maintenance Needs	In Progress	1998
- Flowing Gas and Invoicing		4th Qtr 1999
- Nominations and Capacity Release		
16. Ongoing Interpretations for Clarifying Language Ambiguities	In Progress	Ongoing
17. Ongoing work on Code Values and Other Technical Matters	In Progress	Ongoing
18. Common Codes Reference for Business Parties	In Progress	2nd Qtr 1999

<sup>1</sup> Dates in the completion column are by end of the quarter. 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.



**GAS INDUSTRY STANDARDS BOARD**  
**1999 ANNUAL PLAN AS OF JANUARY 21, 1999**

<u>ITEM DESCRIPTION</u>	<u>STATUS</u>	<u>SCHEDULED COMPLETION DATE<sup>1</sup></u>
<b>Web Page Standards and Transition of EBBs to Internet</b>		
1 Nominations Related Standards - EDI, Web Sites, Flat Files	On Schedule (1)	First Qtr 1999
2 Flowing Gas Related Standards - EDI, Web Sites, Flat Files	On Schedule (1)	First Qtr 1999
3 Invoicing Related Standards - EDI, Web Sites, Flat Files	On Schedule (1)	Second Qtr 1999
4 Capacity Release Related Standards - EDI, Web Sites, Flat Files	Not Started (1)	Third Qtr 1999
5 Contracts Related Standards - EDI, Web Sites, Flat Files	Not Started (1)	First Quarter 2000
<b>Common Codes</b>		
6 Common Codes Reference for Business Parties & Locations	On Schedule (2)	Second Quarter 1999
<b>Finish Work of Open Issues -- Carry over Projects from 1998</b>		
7 Imbalance netting standards	On Schedule (3)	First Quarter 1999
8 Ranking Across Contracts	On Schedule (4)	Fourth Quarter 1999
9 Critical Notices (Request No. R98086)	Not Started (5)	First Quarter 1999
10 Multi-tiered Allocations -- Allocation Grid	On Schedule (6)	Second Quarter 1999
<b>Program of Standards Maintenance</b>		
Nominations & Capacity Release	On Schedule	Fourth Quarter 1999
Ongoing Interpretations for Clarifying Language Ambiguities	On Schedule	Ongoing
Ongoing work on Code Values and Other Technical Matters	On Schedule	Ongoing

<sup>1</sup> Dates in the completion column are by end of the quarter for member ratification. 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.

**POTENTIAL PROJECTS FOR CONSIDERATION FOR THE 2000 ANNUAL PLAN**

**PROJECT DESCRIPTION**

- 1 Contracts Request No. R98019 -- Development of a Standard Long Term Base Contract for Purchase and Sales of Natural Gas
- 2 Others may be added for consideration for 2000.



**GAS INDUSTRY STANDARDS BOARD**

**1999 ANNUAL PLAN STATUS NOTES AS OF JANUARY 21, 1999**

**NOTE STATUS**

1. The Web Page Standards and the transition of the EBBs to the Internet effort is assigned to the EBB Internet Implementation Task Force and is under the leadership of Carl Caldwell of Deloitte and Touche, Mike Novak of National Fuel Gas Distribution, Tammy Hopkins of Enron Gas Pipeline Group, Dona Gussow of Florida Power and Light and Paul Keeler of Burlington Resources. The lead chair is Carl Caldwell. The group is ahead of schedule and should at its meeting in February conclude the invoicing set of standards and begin the capacity release set of standards needed to effect a transition of EBBs to the Internet.
2. The standards and procedures needed for the use of common codes within the GISB standards is assigned to the Common Codes Subcommittee under the leadership of Donna Scott of Enron Administrative Corp, Julie Unruh of Koch Gateway and Tammy Hopkins of Enron Pipeline Group. The subcommittee is determining how the D-U-N-S® Number can be used as the common entity code and resolve the outstanding issues regarding its use. The GISB office with the general counsel and GISB officers are working with D&B to obtain limited intellectual property rights to the data and a central repository of the codes and associated information needed for use with the GISB standards. Discussions with D&B are proceeding such that the completion date for the repository in the second quarter is considered on schedule.
3. The imbalance netting standards are assigned to the Imbalances Subcommittee under the leadership of Jim Buccigross of National Registry for Capacity Rights and Dennis LaTour of ANR Pipeline. The subcommittee has drafted the standards language for the business practices of trading on a monthly basis and are now reviewing the needed data sets. They are on schedule for the first quarter 1999.
4. The standards and procedures for ranking across contracts is assigned to the Cross Contract Ranking Subcommittee chaired by Sylvia Munson of Altra Energy and Donna Scott of Enron Administrative Corp. While the group is considered on schedule for fourth quarter 1999 for the development of standards to effect cross contract ranking, the schedule depends on the development of a grid of possible ways in which cross contract ranking can be implemented. The grid is to be developed by February if the standards can be completed by the group by MAY such that the other subcommittees -- Information Requirements and Technical -- have enough time to complete their work on implementing cross contracts ranking in the GISB standards for data sets.
5. The standards and procedures for critical notices is assigned to the Notices Task Force chaired by Michael Hansen of Columbia Gas Transmission and Shelley Corman of Enron Gas Pipeline Group. The task force has its first meeting scheduled for January 25, 1999 after which more information will be known on its status.
6. The standards and procedures for effecting multi-tiered allocations is assigned to the Allocation Grid Drafting Team chaired by Dale Davis of Williams Gas Pipelines. The group has passed its work on to the Information Requirements and Technical Subcommittee for inclusion in the GISB standards for data sets. There are outstanding questions to be forwarded shortly to the Business Practices Subcommittee which could impact whether this group is able to meet its second quarter deadline for completion. At this time it is considered on schedule.



**GAS INDUSTRY STANDARDS BOARD**

**1999 ANNUAL PLAN -- EBB INTERNET IMPLEMENTATION SCHEDULE**

Function	EII *	EC	Member Approval	Implementation Following Member Approval **
General	11/04/1998	12/17/1998	01/1999	
Nominations	11/20/1998	12/17/1998	01/1999	8 months
Flowing Gas	12/18/1998	01/22/1999	02/1999	9 months
Invoicing	03/1999	05/21/1999	06/1999	10 months
Capacity Release	05/1999	07/16/1999	08/1999	11 months
Contracts	11/1999	12/1999	01/2000	9 months

**NOTES:**

However, no implementation should be between November 2, 1999 and March 31, 2000 for Y2K and seasonal considerations. If the date falls within this range, implementation would occur in April 2000.

\* The dates represent the completion of standards related to existing datasets. The dates do not include the completion of requests submitted for additional data elements, code values or new transaction sets necessary to complete the full transition to the Internet of the functions listed. Those items not standardized by the completion date should be implemented as an interim using proposed standard [S21]. This a change from what had been previously included in the dates for completion on the original EII plan.

\*\* The effective date for starting the calculation on implementation following member approval would occur at the beginning of the month of the ratification. An example would be for nominations, ratification would conclude January 17, 1999 and implementation would occur September 1, 1999.



## **GAS INDUSTRY STANDARDS BOARD OPERATING PRACTICE ANNUAL PLAN PROCESS, CHARACTERISTICS, IMPLEMENTATION AND RESPONSIBILITIES**

### **PLAN CHARACTERISTICS**

The Annual Plan has the following characteristics and any changes to the Annual Plan will maintain these characteristics:

1. Focus and prioritization of GISB activities : The annual plan provides a clear focus on specific activities with a prioritization defined. The activities defined should have high expectation of implementation. The annual plan will be focused on the standards development and maintenance, and interpretations development efforts of the organization.
2. Resource application to GISB efforts : The annual plan recognizes that the member company resources to work on GISB efforts are limited. The efforts defined for activity by GISB should not exceed those limits by spreading the resources so thin that the assurance of success is affected.
3. Alignment of efforts to assure coordination of intent : It is the intent of the Board of Directors and the Executive Committee that their objectives activities coincide. The Board of Directors and the Executive Committee will direct GISB work through the annual plan so that those intents are aligned and the annual plan efforts are realized.
4. Timetable for efforts : The work of GISB is defined with a specific timetable during which consensus can be reached. If consensus is not reached within that timetable, avenues other than GISB can be pursued.

### **IMPLEMENTATION OF THE ANNUAL PLAN**

1. Recognition of time constraints of development efforts -- the plan provides focus with no more than 5 to 10 major efforts identified, with deadlines for completion which serve as prioritization. The development efforts, deadlines, and priorities are identified in the Annual Plan. If one of the approved efforts is completed during a year, a new effort could be added if approved by the Board of Directors in consultation with the officers of the Executive Committee.
2. Empowerment of the chairs at subcommittee and task force meetings -- chairs are empowered to limit discussions when necessary, call items out of order when applicable, follow agendas closely, and in general exert more control so that the time participants spend in meetings is more effective.
3. Efforts are "implementable" -- each effort should have a reasonable expectation that consensus can be reached, with clear deadlines established for completion. The deadlines provide an incentive to all industry participants to reach closure. For each Board meeting, these deadlines will be reviewed with the progress made to date by the subcommittees. The deadlines, as with any other parameter established in the Annual Plan, cannot be changed without Board approval. If a deadline is missed, the Board, in consultation with the officers of the Executive Committee, will determine whether the work should be continued, put on hold or transferred to another venue.
4. Modifications to existing standards and new standards that are requested which come through the request process should reflect a broad industry need. As prioritization occurs, a primary parameter should be how many companies or segments need this

standard or standard change. Industry efforts to implement standards that affect only a few companies should be severely limited.

#### **BOARD OF DIRECTORS RESPONSIBILITIES TO THE PLAN**

1. Progress toward completion of the plan will be reviewed by the Board quarterly with the officers of the Executive Committee.
2. The deadlines in the Annual Plan, as with any other parameter established in the Annual Plan, cannot be changed without Board approval. When a deadline is reached before the item is completed, the Board, in consultation with the officers of the Executive Committee, will determine whether the work should continue, be postponed or transferred to another venue.
3. Any changes or additions to the annual plan items, including those requested by government agencies or commissions, must first be presented to the Board for its consideration, prioritization and approval.
4. The Board will review monthly progress reports on the Annual Plan to determine if any changes are necessary.
5. The Chairman of the Board of Directors will request that each segment by September name one Board member and one EC member to a task force to develop the subsequent year's annual plan.

#### **EXECUTIVE COMMITTEE RESPONSIBILITIES TO THE PLAN**

1. The Executive Committee should strive to complete the items set forth in the Annual Plan in the times specified. When a deadline is reached before the item has completed, the Executive Committee will recommend to the Board for the Board's determination of whether the work should continue, be postponed or transferred to another venue.
2. The officers of the Executive Committee will brief the Board at each Board meeting on the progress made towards completing each item on the Annual Plan.
3. There will be boundaries on the time spent in modifying standards, which will be controlled by the Executive Committee through its setting of meeting dates for the subcommittees addressing maintenance issues.
4. A key element in determining priority for maintenance issues is the number of companies or segments needing the modifications requested. The Triage Group recommendations to the Executive Committee will include priorities/dates and possible changes to other priorities such that the workload in maintenance is reasonable considering the other items included in the plan.

#### **GISB OFFICE RESPONSIBILITIES TO THE PLAN**

1. The GISB office will prepare the monthly progress report to the Board of Directors in consultation with the officers of the Executive Committee and other subcommittee chairs as appropriate.
2. The Executive Director will be an active participant in subcommittee and task force meetings that he or she attends, acting as a liaison to the Board of Directors.

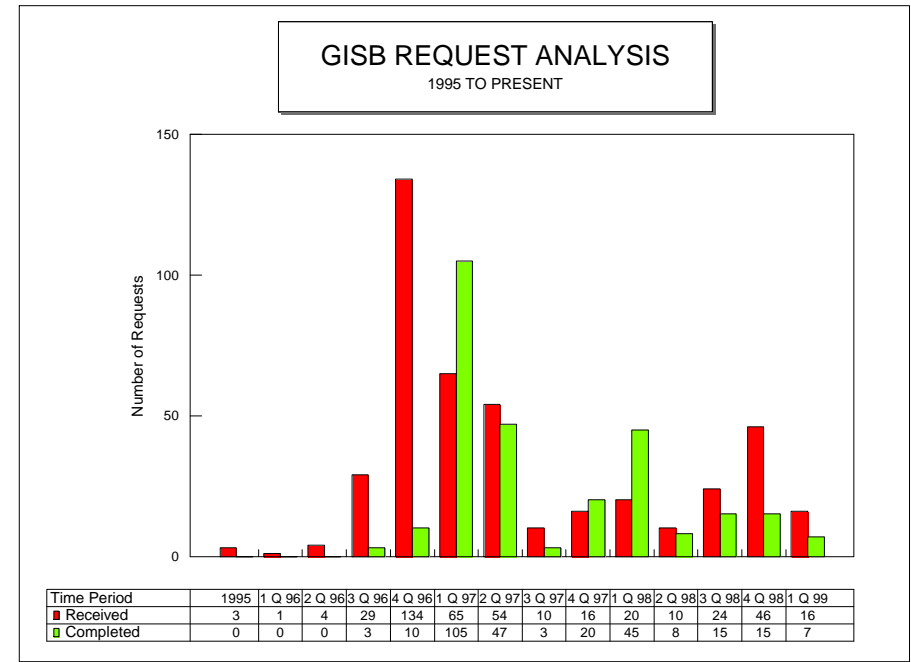
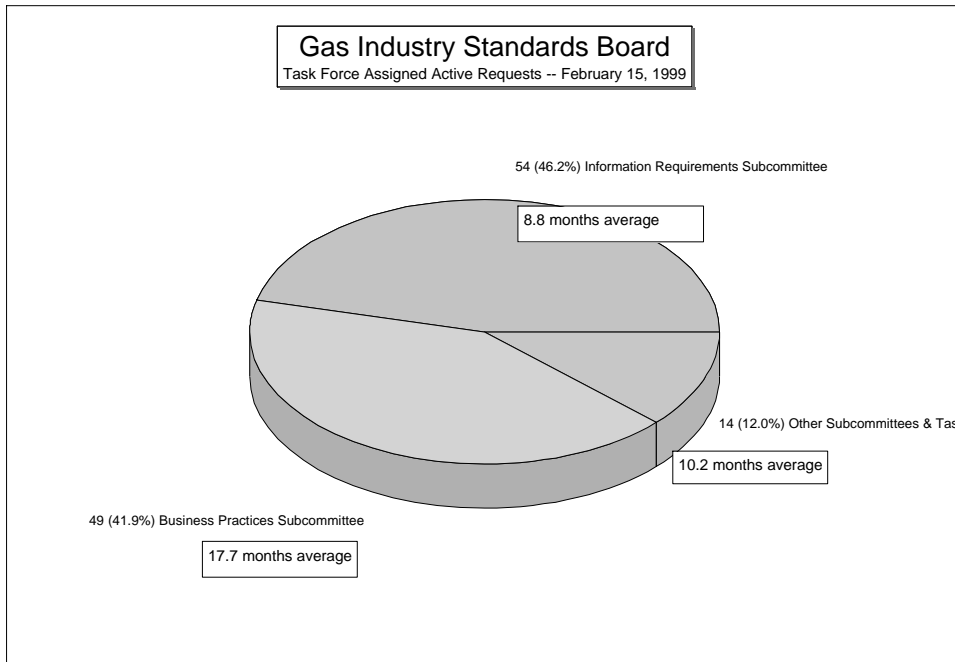
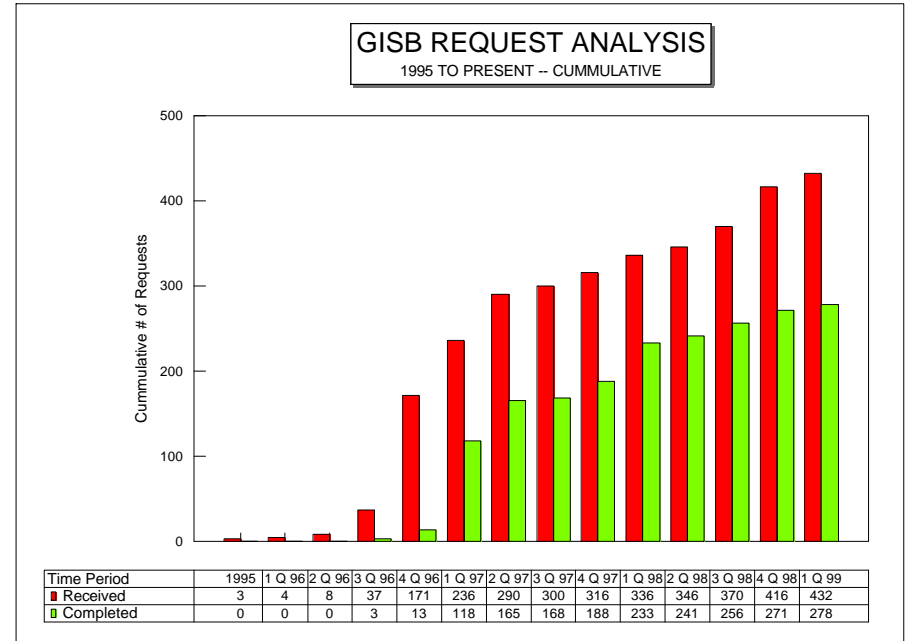
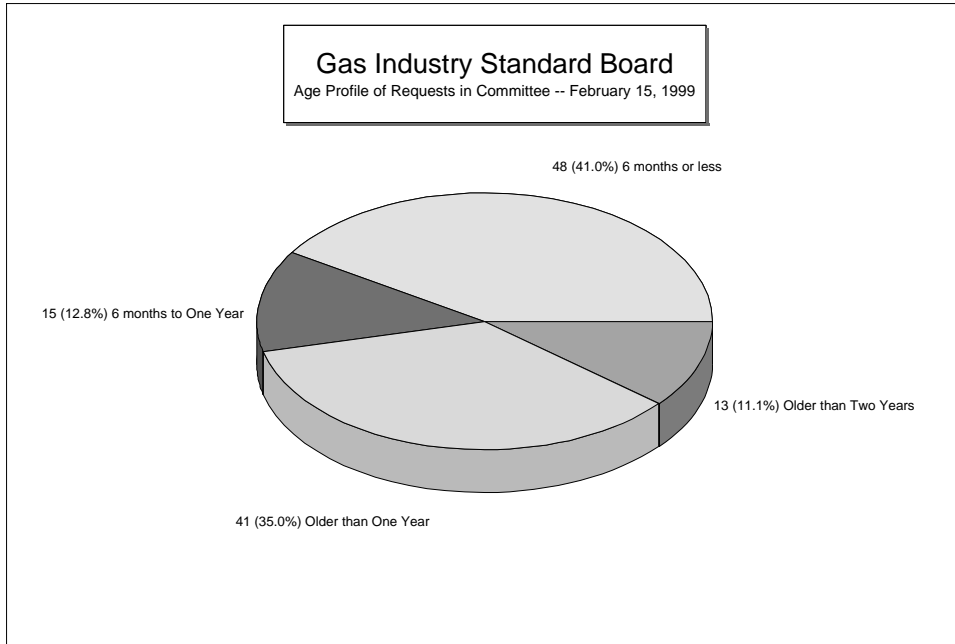
## **GAS INDUSTRY STANDARDS BOARD OPERATING PRACTICE POWERS AND DUTIES OF SUBCOMMITTEE AND TASK FORCE CHAIRS**

Chairs of committees, subcommittees and task forces undertake responsibilities in assuming their roles as presiding officers. The GISB organization is appreciative of the significant leadership efforts that are assumed when individuals agree to serve as chairs.

Chairs act as representatives of the Executive Committee in discharging its responsibilities with respect to the organization's purposes. The annual plan adopted by the Board of Directors sets forth GISB's priorities for the year in question, and the chairs are strictly charged by the Board and the Executive Committee to ensure that the subcommittees and task forces are directed to the end of accomplishing the annual plan. As such, chairs are empowered to take any actions necessary to ensure that the discussion is timely, effective, and focused on matters consistent with the plan, including, but not limited to setting and enforcing deadlines for debate, ruling items out of order, and otherwise supervising the progress of the meetings for which they are responsible.

The principles below are in full accordance with normal rules of order for groups following the democratic principles of parliamentary procedure.

1. The chair's role is that of serving the assembly, striving for fair play among the participants, trying to ascertain the participants' and the organization's intent, and providing guidance for the fulfillment of the intent of the organization as a whole. The organization's intent is reflected in the annual plan.
2. Presiding officers of a meeting should remain impartial and objective. If a motion is made, and the chair wishes to advocate a particular position, he or she should ask another officer to act as chair during the discussion. After the discussion, the chair should resume his or her role as the presiding officer.
3. The chair should not permit participants to speak at will, offer alternative main motions when a main motion is already under consideration, interrupt speakers or claim the floor without first being recognized by the chair.
4. The chair should refuse to allow participants to claim the floor several times before others have had their first opportunity to speak.
5. The chair is empowered to limit discussions when necessary and call items out of order if not on the agenda of the meeting.
6. The chair is to guide the participants to follow the agenda and to meet the goals established for that agenda and to realize the organization's intent. The organization's intent is reflected in the annual plan.
7. It is the responsibility of the chair to guide the participants so that the time spent in the meeting is effective, meets the goals of the organization, and addresses the items on the agenda.
8. The chair should ensure that the agenda for the meeting is in agreement with the intent of the organization as a whole.
9. The chairs are empowered to limit discussion to the named members of the committee, task force or group. They are also empowered to name members of subgroups to act on specific issues. While all GISB meetings are open, chairs can restrict discussion in the meetings to the named members of the groups.
10. The chairs should ensure that draft minutes of the meetings and any exhibits (including any work papers and alternative proposals) are prepared as soon as reasonably possible as provided in the GISB Operating Practices.



## Gas Industry Standards Board Work Load Analysis

Prepared as of February 15, 1999

Time Period	Total Number Received	Total Number Completed	Cummulative Received	Cummulative Completed	Total Number Active
1995	3	0	3	0	3
1996 Q 1	1	0	4	0	4
1996 Q 2	4	0	8	0	8
1996 Q 3	29	3	37	3	34
1996 Q 4	134	10	171	13	158
1996 TOTAL	168	13			
1997 Q 1	65	105	236	118	118
1997 Q 2	54	47	290	165	125
1997 Q 3	10	3	300	168	132
1997 Q 4	16	20	316	188	128
1997 TOTAL	145	175			
1998 Q 1	20	45	336	233	103
1998 Q 2	10	8	346	241	105
1998 Q 3	24	15	370	256	114
1998 Q 4	46	15	416	271	145
1998 TOTAL	100	83			
1999 Q 1	16	7	432	278	154
GRAND TOTAL	432	278			

## Gas Industry Standards Board Work Load Analysis

Prepared as of February 15, 1999

Number Active	154
- Number Postponed	7
- Number Out for Comment	6
- Number Out for Ratification	11
- Number Not Yet Assigned	13
= Number In Committee	117

Subcommittee	# of Requests In Committee
ANSI	1
Business Practices Subcommittee	49
Common Codes	2
Contracts	3
EBB Internet Implementation Task Force	1
Executive Committee	1
Imbalances	2
Information Requirements	54
Interpretations	1
Notices	1
Technical	2
<b>TOTAL IN COMMITTEE</b>	<b>117</b>

## Gas Industry Standards Board Work Load Analysis

Prepared as of February 15, 1999

#	Assignment	Request/Clarification	#	Assignment	Request/Clarification
1	ANSI	R 97064	54	Information Requirements - CR	R 98048
					R 98047
				Information Requirements - F	R 98069
7	BPS - Capacity Release	R 96018			R 98067
		C 97001			R 98068
		R 98037			R 98082
		R 97114			R 98081
		R 97110			R 98084
		R 97011			R 98064
		R 96115			R 98066
					R 96056
3	BPS - Electronic Delivery Mech.	R 97071			R 98063
		R 97104			R 98050
		R 97103			R 96007
					R 98040
3	BPS - Flowing Gas	R 97119			R 97020
		R 98012			R 96131
		R 98011			R 96124
					R 96008
2	BPS - General	R 96022			R 97036
		R 97113			R 98001
					R 97087
10	BPS - Invoicing	R 98008			R 98014
		R 98091			R 98005
		R 98030			R 98013
		R 97094		Information Requirements - I	R 96121
		R 98007		Information Requirements - N	R 98057
		R 98003			R 98088
		R 97091			R 98061
		R 97090			R 98059
		R 97088			R 98090
		R 97123			R 98062

## Gas Industry Standards Board Work Load Analysis

#	Assignment	Request/Clarification	#	Assignment	Request/Clarification
24	BPS - Nominations BPS - Nominations Cycle 2	C 96028		Information Requirements (Cont.	R 98085
		R 97121			R 98089
		R 97089			R 98054
		R 97116			R 98055
		R 98033			R 98045
		R 97125			R 98053
		R 98018			R 98051
		R 98029			R 98046
		R 97077			R 98028
		R 97082			R 98031
		R 97073			R 98034
		R 97076			R 97124
		R 97075			R 96009
		R 97048			R 98036
		R 97019			R 98035
		R 97022			R 98023
		R 97043			R 98039
		R 97058			R 98041
		R 97049			R 98042
		R 96048			R 98043
		R 97070			R 98044
		R 97072			R 98027
		R 96025			
		R 97074			
2	Common Codes	R 98020	1	Interpretations Subcommittee	C 99001
		R 98056	1	Notices Task Force	R 98086
3	Contracts	R 98019	2	Technical Subcommittee	R 99001
		C 97012			R 98060
		C 97013			
2	Imbalances	R 97118	1	EBB Implementation Task Force	R 98022
		R 97117			



**GAS INDUSTRY STANDARDS BOARD**  
**GISB BOARD OF DIRECTORS MEETING**  
**MEETING MATERIALS -- MARCH 4, 1999**

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**4. REPORT ON COMMON CODES ISSUES**

- The Board determined that the Common Location Code Assignor is IHS Energy Group. Mr. Holbrook will update the group on the activities in completing the contract.
  - Dun & Bradstreet has provided a draft Statement of Work which has been circulated to the Board officers, the Board members who volunteered to work with the GISB office regarding common codes for business parties and the EC officers. The Board will be asked to determine whether to continue with D&B or choose an alternate method of assigning common codes for business parties.
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**GAS INDUSTRY STANDARDS BOARD**  
**GISB BOARD OF DIRECTORS MEETING**  
**MEETING MATERIALS -- MARCH 4, 1999**

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**5. FERC REPORTING**

- In the most recent update provided to the Federal Energy Regulatory Commission, several documents which are copyrighted, were highlighted to the Commission as copyrighted with a waiver provided for FERC internal use, were posted for public use in downloading from the FERC Web page. Two letters will be discussed regarding this issue, and the need for further communication with the FERC.
  - Recently, the Process Gas Consumers group filed comments that the FERC should address their concerns of having to pay for electronic access to the standards, or if ordered from GISB, the access may not be timely. The Board should consider if any actions from GISB are required as a result of this filing.
-

**ORIGINAL**

FILED  
OFFICE OF THE SECRETARY

**UNITED STATES OF AMERICA  
BEFORE THE**

**99 JAN 22 PM 3: 25 FEDERAL ENERGY REGULATORY COMMISSION**

FEDERAL ENERGY  
REGULATORY  
COMMISSION

**Standards For Business Practices of  
Interstate Natural Gas Pipelines**

) **Docket No. RM96-1-011**  
)

**COMMENTS OF THE  
PROCESS GAS CONSUMERS GROUP,  
THE AMERICAN IRON AND STEEL INSTITUTE,  
AND THE GEORGIA INDUSTRIAL GROUP**

In response to the Federal Energy Regulatory Commission's ("Commission") December 17, 1998 "Notice of Proposed Rulemaking" ("NOPR") in the above captioned proceeding, the Process Gas Consumers ("PGC"), the American Iron and Steel Institute ("AISI"), and the Georgia Industrial Group ("GIG") (collectively, "PGC, et al.") submit their comments concerning the Commission's proposed amended regulations governing standards for conducting business practices and electronic communication with interstate natural gas pipelines. The standards proposed to be adopted in the NOPR were promulgated by the Gas Industry Standards Board ("GISB").

**I. INTRODUCTION**

The Commission's policy of standardizing the business practices and communication methodologies of interstate pipelines seems to be creating a more integrated and efficient pipeline grid.<sup>1</sup> The Commission has adopted standards developed by GISB, by consensus, covering Nominations, Flowing Gas, Invoicing, and

<sup>1</sup> Some industrial users of gas, however, have indicated to us that some of the newly implemented GISB standards have caused them to incur substantial extra expense and inconvenience.

**FERC DOCKETED**

**JAN 22 1999**

990126-01342



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Capacity Release. PGC, *et al.*, support the Commission's attempt to resolve disputed issues and continue its formulation of pro-competitive regulatory policies. PGC, *et al.*, are intervenors in Docket No. RM96-1 and have actively monitored and submitted comments on the developing GISB standards.

## II. COMMENTS

In the December 17 NOPR, the Commission stated that it is proposing to adopt Version 1.3 of GISB's consensus standards and that "Version 1.3 of the GISB standards updates and improves the standards, with the principal changes occurring in the areas of confirmation practices, further standardization of the information provided on pipeline Internet web sites, and revisions to the data sets."<sup>2</sup> In a footnote, the Commission listed *by numeric designation only* the standards and data sets that are revised and new in Version 1.3.

No further explanation was provided in the NOPR of the substance of the revisions and new GISB standards proposed to be adopted into the Commission's Regulations. Additionally, the proposed revised and new standards were not appended to the NOPR, are not available on the Commission's electronic/online information databases (such as "RIMS" or "CIPS"), and are not available from the Commission's Public Reference Room. The proposed revised and new standards are apparently only available from GISB itself, at considerable expense -- the GISB website

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<sup>2</sup> *Standards for Business Practices of Interstate Natural Gas Pipelines*, IV FERC Proposed Regulations ¶ 32,538 at 33,597 (1998).

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indicates that to view the proposed standards online, a person must "subscribe" to GISB's website at the cost of \$3,500, or that a paper copy may be ordered for \$25 with no indication of the time involved between the order and receipt of such a copy of the standards. A Commission representative stated to us that the proposed standards have "copyright protection." Most, if not all, prior versions of the GISB standards were made available for viewing and downloading from GISB's website at no charge.

In order to provide meaningful comments to the Commission on the proposed new or revised standards, pipeline customers, including industrials, and the public at large must have access to the proposed GISB standards. If the Commission does not provide meaningful opportunity for public comment on proposed regulations, it violates the spirit and perhaps the letter of the Administrative Procedure Act, and especially 5 U.S.C. § 553, which requires on its face far more than the perfunctory description of the standards provided in the NOPR. The Commission cannot lawfully conduct a rulemaking in the dark. More fundamentally, the Commission must remain faithful to its basic consumer protection responsibilities under the Natural Gas Act ("NGA"). The Commission's fundamental regulatory obligation under the NGA consists of affording consumers "a complete, permanent and effective bond of protection from excessive rates and charges."<sup>3</sup> When pipeline customers, and the public generally, are precluded from obtaining (except at exorbitant expense or delay and inconvenience) and then examining, analyzing and making informed judgments

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<sup>3</sup> *Atlantic Refining Co. v. Public Serv. Comm'n*, 360 U.S. 378, 388 (1959).

regarding GISB standards, that the Commission proposes to adopt as law, the Commission cannot demonstrate that its obligation to provide such a bond of protection is being met.

The Freedom of Information Act requires that:

(a) Each agency shall make available to the public information as follows:

(1) Each agency shall separately state and currently publish in the Federal Register for the guidance of the public --

(D) substantive rules of general applicability, adopted as authorized by law, and statements of general policy or interpretations of general applicability formulated and adopted by the agency; and  
(E) each amendment, revision, or repeal of the foregoing.

5 U.S.C. § 552(a). In addition, the Freedom of Information Act states:

For the purpose of this paragraph, matter reasonably available to the class of persons affected thereby is deemed published in the Federal Register when incorporated by reference therein with the approval of the Director of the Federal Register.

~~Id.~~ While PGC, *et al.*, recognize that a federal agency may require a fee to obtain copies of documents from the agency under the Freedom of Information Act, those fees are to be reasonable and limited to the direct costs of obtaining the document and such fees may be waived where furnishing the documents primarily benefits the public.<sup>4</sup> Here the Commission apparently does not even have in its possession a copy

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<sup>4</sup> See 5 U.S.C. § 552(a)(4)(A) (requiring each agency to promulgate a uniform schedule of fees "limited to reasonable standard charges for document search and duplication and provide for recovery of only the direct costs of such search and duplication. Documents shall be furnished without charge or at a reduced charge where the agency determines that a waiver or reduction of the fee is in the public interest because furnishing the information can be considered as primarily benefiting the general public.")

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of the proposed regulations that may be viewed, let alone copied or otherwise obtained at some reasonable cost.<sup>5</sup> If the Commission is not making the proposed standards available free or at a modest fee to the public because the material is subject to "copyright protection," that is clearly an unconscionable abuse by GISB that should not be condoned and abetted by the Commission. The Commission should make it clear to GISB that, if GISB wants its proposed standards to become the law of the land, it must release the material free of charge to the public or enable the Commission to do it.

### III. CONCLUSION

While PGC, *et al.*, do not object to the general process of Commission adoption of GISB standards as part of the Commission's Regulations, they do strongly object to a rulemaking procedure that fails to provide meaningful opportunity for public comment. If such opportunity to comment cannot be provided under the current GISB structure and procedure, it may be time to rethink the entire GISB process and develop

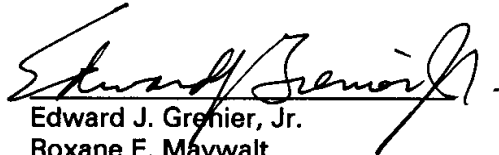
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<sup>5</sup> On January 21, 1999, we were informed at the Commission's Public Reference Room that it did not have a copy on file and therefore could not make one available for inspection and copying.

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a new, more open, method for adopting pipeline business standards that, as regulations of the Commission, have the force of law.

Respectfully submitted,



Edward J. Grenier, Jr.  
Roxane E. Maywalt  
SUTHERLAND ASBILL & BRENNAN LLP  
1275 Pennsylvania Avenue, N.W.  
Washington, D.C. 20004-2415  
(202) 383-0100

*Attorneys for the  
Process Gas Consumers Group,  
the American Iron and Steel Institute,  
and the Georgia Industrial Group*

January 22, 1999



**GAS INDUSTRY STANDARDS BOARD**  
**GISB BOARD OF DIRECTORS MEETING**  
**MEETING MATERIALS -- MARCH 4, 1999**

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**6. CERTIFICATION PROGRAM**

- At the request of some GISB members who would like to have their software products and software solutions certified, and the agreement of the Board members who participated in the 1999 budgeting effort, a certification program was drafted. Several consulting firms worked with the GISB office to prepare the attached document including Deloitte and Touche, Ernst and Young and Andersen Consulting.





**GAS INDUSTRY STANDARDS BOARD**  
**GISB BOARD OF DIRECTORS MEETING**  
**MEETING MATERIALS -- MARCH 4, 1999**

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**7. FINANCE REPORTS**

- Attached is the financial report for the GISB organization for January 1999. The report is prepared on an accrual basis and a cash basis. Rae McQuade will review the reports and answer questions.





**GAS INDUSTRY STANDARDS BOARD**  
**GISB BOARD OF DIRECTORS MEETING**  
**MEETING MATERIALS -- MARCH 4, 1999**

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**8. 1999 MEMBERSHIP REPORT**

- Attached is the Membership Report as of February 15, 1999. including new members and members that have chosen not to review membership.
  - Rae McQuade will review the report and cover an analysis of the success of the program to offer discounted membership dues for the first year of membership.
  - Recent activities to increase membership will be covered.
-



# GAS INDUSTRY STANDARDS BOARD

## GISB BOARD OF DIRECTORS MEETING

### MEETING MATERIALS -- MARCH 4, 1999

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#### 9. ADMINISTRATIVE

- For your convenience attached are the schedule of Board meetings in 1999, the schedule of Executive Committee meetings in 1999, the roster of Executive Committee members, and the current organization of committees and leadership.
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# Gas Industry Standards Board

1100 Louisiana, Suite 4925  
Houston, Texas, 77002

Phone - (713) 356-0060, Fax - (713) 356-0067, email [gisb@aol.com](mailto:gisb@aol.com)

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Approved by the Board of Directors  
December 3, 1998

## 1999 Calendar of Board of Directors Meetings

<u>DAY</u>	<u>DATE</u>	<u>LOCATION</u>
Thursday	June 3, 1999	Houston
Wednesday	September 29, 1999	San Antonio
Thursday	December 2, 1999	Houston



# Gas Industry Standards Board

1100 Louisiana, Suite 4925  
Houston, Texas, 77002

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February 25, 1999

## 1999 Calendar of Executive Committee Meetings

<u>DAY</u>	<u>DATE</u>	<u>LOCATION</u>
Thursday	March 18, 1999	Houston
Thursday	May 20, 1999	Seattle
Thursday/Friday	July 15/16, 1999	Las Vegas
Thursday/Friday	September 16/17, 1999	Houston
Thursday/Friday	November 11/12, 1999	New York



# Gas Industry Standards Board

1100 Louisiana, Suite 4925, Houston, Texas 77002  
Phone (713)356-0060, Fax (713)356-0067, e-mail gisb1@aol.com  
Home Page www.gisb.org

## Gas Industry Standards Board

### Executive Committee for 1999

<b>END USERS</b>	<b>TITLE AND COMPANY</b>	<b>TERM ENDING:</b>
Kelly Daly	Partner, Morrison & Hecker, rep. Arizona Public Service Co.	December 31, 2001
Dona Gussow	Systems Specialist, Florida Power and Light	December 31, 2000
Tina Patton	Natural Gas Operations Administrator, Boeing	December 31, 2000
Mike Bray	Principal, Bray and Associates	December 31, 1999
Diane McVicker	Principal Fuel Supply Analyst, Salt River Project	December 31, 1999

<b>LDCS</b>	<b>TITLE AND COMPANY</b>	<b>TERM ENDING:</b>
Chris Maturo	Manager, Energy Access System Project, NIPSCO Industries	December 31, 2001
Mike Novak	Assistant General Manager, National Fuel Gas Distribution	December 31, 2000
Gary Beland	Assistant Vice President, Energy Services, Providence Gas	December 31, 2000
Bill Oppenheim	Manager Gas Acquisition and Pricing, PECO Energy	December 31, 1999
Bob Betonte	Pipeline Products Manager, Southern California Gas	December 31, 1999

<b>PIPELINES</b>	<b>TITLE AND COMPANY</b>	<b>TERM ENDING:</b>
Dale Davis	Team Leader, Williams Gas Pipelines	December 31, 2001
Vacancy		December 31, 2000
Paul Love	Director, Electronic Customer Services, Natural Gas Pipe Line of America	December 31, 2000
Norm Walker	Manager Gas Scheduling, El Paso Natural Gas	December 31, 1999
Shelley Corman	Vice President Regulatory Affairs, Northern Natural Gas Co. <sup>1</sup>	December 31, 1999

<b>PRODUCERS</b>	<b>TITLE AND COMPANY</b>	<b>TERM ENDING:</b>
Joe Wiley	Mgr. Natural Gas Supply & Transportation, Marathon Oil Co.	December 31, 2001
Richard Smith	Director, Regulatory Affairs, Mobil	December 31, 2000
Terry McRae	Manager of Marketing Administration, PennzEnergy Co.	December 31, 2000
Bob Wallenhorst	Supervisor of Gas Control, Exxon Company U.S.A.	December 31, 1999
Paul Keeler	Senior Attorney, Burlington Resources	December 31, 1999

<b>SERVICES</b>	<b>TITLE AND COMPANY</b>	<b>TERM ENDING:</b>
Donna Scott	Director Electronic Commerce, Enron Administrative Services	December 31, 2001
Jim Buccigross	Director & General Counsel, National Registry of Capacity Rights	December 31, 2000
Keith Sappenfield	Director Marketing Support, NorAm Energy Services	December 31, 2000
Mark Scheel	Manager Governmental Affairs, Dynegy Inc.	December 31, 1999
Carl Caldwell	Manager Energy Practice, Deloitte and Touche	December 31, 1999

<sup>1</sup> Shelley Corman represents Florida Gas Transmission Co., Northern Border Pipeline Co., Northern Natural Gas Co., and Transwestern Pipeline Co.



# Gas Industry Standards Board

1100 Louisiana, Suite 4925

Houston, TX 77002

Phone - (713) 356-0060, Fax - (713) 356-0067, Email - gisb@aol.com

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## **Gas Industry Standards Board** **Committees, Subcommittees and Task Forces**

### **Group**

Advisory Committee

Board of Directors

Annual Plan Committee

Audit Committee

Compensation Committee

Editorial Review Board

Process Committee

Membership Committee

Executive Committee

Annual Meeting Subcommittee

Business Practices Subcommittee

Allocation Grid Drafting Task Force

Definitions Team (Inactive)

Common Codes Subcommittee

Communications Subcommittee (Inactive)

Contracts Subcommittee

Cross Contracts Ranking Subcommittee

EBB Internet Implementation Task Force

Electronic Delivery Mechanisms Subcommittee

Future Technology Task Force

Imbalance Subcommittee

Information Requirements Subcommittee

Interpretation Subcommittee

Notices Task Force

Technical Subcommittee

ANSI Compliance Team

Title Transfer Tracking Task Force (Inactive)

Triage Group

### **Chairs**

Comm. Bruce Ellsworth

Jim Templeton

Selected Board Members and Executive  
Committee Officers

3 Board Members and EC Officers

3 Board Members

Jim Templeton, Jim Buccigross

Bill Boswell

Vacancy

Jim Buccigross

Keith Sappenfield

Norm Walker, Greg Lander, Randy Friedman,

Diane McVicker, Terry McRae

Dale Davis

Jean Ford, Joe Kardas

Donna Scott, Tammy Hopkins

Vacancy

Jim Buccigross

Sylvia Munson, Donna Scott

Carl Caldwell, Mike Novak, Tammy Hopkins,

Dona Gussow, Paul Keeler

Vacancy

Susan Croley, Carl Caldwell

Jim Buccigross, Dennis LaTour

Norm Walker, Theresa Hess

Greg Lander

Shelley Corman, Michael Hansen

Kim Van Pelt, Denise Breeden, Donna Scott

Kim Van Pelt, Denise Breeden

Producer Vacancy, Norm Walker, Diane

McVicker, Jim Buccigross, Bill Oppenheim

Norm Walker, Greg Lander, Randy Friedman,

Diane McVicker, Terry McRae