



Gas Industry Standards Board

1100 Louisiana, Suite 4925, Houston, Texas 77002

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Home Page: www.gisb.org

TO: Business Practices Subcommittee (BPS) Chairs: Greg Lander, Producer Segment
Vacancy, Diane McVicker, Kim Van Pelt, Robert McAnally (absent)
Posting for Interested Industry Participants

FROM: Rae McQuade, Executive Director

RE: Final Minutes from the Business Practices Subcommittee Meeting

DATE: October 28, 1999

GAS INDUSTRY STANDARDS BOARD

GISB BUSINESS PRACTICES SUBCOMMITTEE MEETING

Teleconference Call: October 21, 1999

FINAL MINUTES

I. Administrative

Mr. Lander chaired the meeting and welcomed the participants. Mr. Lander identified the participants in a roll call, Jim Buccigross will take minutes. The antitrust advice was given. The agenda was adopted as drafted. The draft minutes of October 14, 1999 were modified in the meeting and the modified minutes were adopted as final.

II. Review of the following Capacity Release Category of Business Practices Subcommittee Requests for **discussion & possible vote.**

R96115 Submitted by Texas Eastern Transmission Corporation

Request: Texas Eastern Transmission requests that a Withdrawal Quick Response document be created to respond to Uploads of Offer Withdrawal and Bid Withdrawal documents.

Discussion : The four questions from last week were reviewed:

- Would there be an objection to a requirement that a bid withdrawal be responded to within 15 minutes of receipt of the upload requesting withdrawal?
- Would there be objection to a requirement that an Upload of Offer Withdrawal received during the Open Season be responded to by the end of the 1 hour post-open season evaluation period?
- Would there be objection to a requirement that an Upload of Offer Withdrawal received outside of the Open Season (1:00 PM to 2:00 PM) time period be responded to within 2 hours?
- If we go with these ideas, do we still need to have the same “after-hours-down-for-maintenance” processing exception here that we have for the nominations etc.?

Ms. Unruh stated that she did not want a new data dictionary created to handle this issue. Mr. Scheel agreed.



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Mr. Lander stated that the level of business checking that would be done prior to the response document is what was important. Is the level of response a) I've received it, or b) I've received it and acted on it, or here are the errors.

There was discussion as to the "level" of the response, is it a "go/no-go" or simply an acknowledgement of receipt. Ms. Unruh clarified her objection in that 15 minutes was not enough time to do a full validation with errors and/or warning codes returned.

Ms. Van Pelt asked whether the document intended to validate various data sent, or is it intended to confirm whether the actual withdrawal has been processed and completed. Mr. Cumminger noted that the request asked for a level of response to the sender of the withdrawal such that the sender would know that the withdrawal could not take place due to missing necessary information or was otherwise invalid for business reasons.

Mr. Lander believed there were 4 cases which were possible:

Not Processable – Mandatory information missing

Processable/Business Issues – Technically OK, but business reasons invalidate the withdrawal

Processable/Not complete – Technically OK, but not yet processed and completed

Processable/Complete – Processed and withdrawal completed

There was continued discussion on whether the 15 minutes mattered, and whether this was enough time to do complete evaluation of the withdrawal.

Mr. Lander noted that the minimum level of information that should be contained in the response, and he believed this was what the request asked for, was: Is there an error in the withdrawal upload which would prevent the withdrawal from being effective, or the withdrawal is technically and business-wise OK and will be processed successfully.

There was discussion as to the differences between withdrawal of an offer and withdrawal of a bid. Mr. Lander noted that there are many more considerations in withdrawing offers than withdrawing bids. Mr. Griffith noted that in the case of bids, the only factor may be whether it is beyond the deadline or not, and this could be accomplished in 15 minutes. He noted that on the case of an offer, many other factors may need to be considered.

Ms. Turley noted that in actuality there are not all that many factors which have to be checked in order to validate the withdrawal of either an offer or a bid.

Mr. Lander offered the following language as his view of the business purpose of the request:

The purpose of the "blank" document is to inform the party sending the Withdrawal Upload that either: a) There is an error in the Withdrawal Upload which prevents the withdrawal from being processed; or, b) The withdrawal is technically OK and has been processed.

Mr. Young asked whether the last part above should read "and has been accepted for processing" rather than, "and has been processed." Ms. Hess noted that this is the principal issue, does this document function as a quick response or as a final disposition type document.



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Mr. Lander stated his belief that the "has been" is more useful to the sender than the "will be."

The purpose of the document was determined to be the substantive issue and discussion will continue next week on this issue.

R97003A Enron

Request No. R97003A was withdrawn by Ms. Hess.

III. Next Meeting and Agenda

The next conference call is scheduled for October 21, 1999. The agenda will be as follows:

For Discussion and possible vote:

R96115 - Texas Eastern

R97011 - Texas Eastern

R98013 – Question from IR memo 10/10/99

R98042 – Question from IR memo 10/10/99

For Possible Discussion:

R98037 - Columbia Gas

Shipper Imbalance – Questions from IR memo 10/10/99

R97110

R96018

V. Adjourn

The meeting was adjourned without objection at 4:30 p.m. central.



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VI. Meeting Attendees & Voting Record

Name	Company	Email ¹	Vote?
Pipelines:			
Theresa Hess	Enron-Transwestern	thess@enron.com	Yes
Betty Barnum	CMS Panhandle Eastern	babarnum@cmsenergy.com	Yes
Stephanie LeCureaux	ANR		Yes
Bill Griffith	CIG	bill.griffith@coastalcorp.com	No
Kim Van Pelt	CMS Trunkline Gas Co.		Yes
Dale Davis	Williams Gas Pipeline	dale.m.davis@wgp.twc.com	Yes
Twyla Strogon	CNG Transmission		Yes
Noreen Griffith	CNG Transmission		No
Mary Dramer	Enron – Northern Natural		Yes
Trish Meigs	Algonquin		Yes
Salley Turley	El Paso		Yes
Mark Gracey	Tennessee		Yes
Julie Unruh	Koch		Yes
Fred Cumminger	Texas Eastern		No
Services:			
Greg Lander	Skipping Stone	glander@skippingstone.com	Yes
Jim Buccigross	National Registry		Yes
Randy Young	Koch Midstream		Yes
Mark Scheel	Dynegy		Yes
End Users:			
Diane McVicker	Salt River Project	dmvicker@srpnet.com	Yes

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