



Gas Industry Standards Board

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December 28, 1997

TO: Executive Committee & Alternates, Posting on the Home Page

FROM: Rae McQuade, Executive Director

RE: **Upcoming January 8 and 9 Executive Committee Meeting Announcement and REVISED Agenda**

MEETING ANNOUNCEMENT:

Attached please find the draft agenda for the upcoming Executive Committee meeting. Materials will be provided to Executive Committee members on December 30 and will be posted on the GISB home page in the "EXECUTIVE COMMITTEE" area. As noticed in the Standards Action Bulletin, the meeting will be held in Colorado Springs at the Broadmoor Hotel.

Where: Broadmoor Hotel
1 Lake Avenue
Colorado Springs, CO
Main Ballroom

Phone: 719-634-7711

When: Thursday, January 8
9:00 a.m. to 5:30 p.m.
Friday, January 9
9:00 a.m. to 1:00 p.m.

To make reservations at the Broadmoor and receive the GISB room rates, notify the reservations desk that you are attending the GISB meetings. The GISB room rate is \$130.00 plus applicable taxes and service charges for a single room. These rates are available for the period of January 5 through January 9.

To prepare for this meeting, you should access the requests and related minutes of subcommittees on the home page. **The EC meeting will conclude at the time specified on the agenda unless the chairman determines that the meeting times should be extended to address all agenda items.** A transcript will be taken for the EC meeting. You can order the transcripts during the meeting. You can also order the transcripts of the all of the meetings held in 1997 from Jane Copeland of Ak/Ret Reporting.

Please notify the GISB office by January 6 of your intent to attend so that appropriate meeting and lunch arrangements can be made. I look forward to seeing you in Colorado Springs. Please feel free to call if you have any questions or comments.

cc: Dennis Holbrook -- GISB General Counsel
Laurie Paulson and Cheryl Hoffman -- Hoffman Paulson Associates
Jane Copeland -- Ak/Ret Reporting
Posting on GISB Home Page for access to all GISB members and other interested parties



GISB EXECUTIVE COMMITTEE MEETING

The Broadmoor Hotel, Colorado Springs, CO

PROPOSED AGENDA

Thursday, January 8, 1997 -- 9:00 a.m. to 5:30 p.m.

- 9:00 a.m. 1. Welcome
- Antitrust Guidelines
 - Welcome to members and attendees
 - Adoption of Agenda
 - Adoption of the Draft Minutes of December 11, 1997
- 9:30 a.m. 2. Review of Recommended Standards and Interpretations
- Discussion
 - Vote by Executive Committee Members at a "17/2" Level
7 Recommendations for standards or interpretations are to be discussed for possible adoption. They are: (C97008, R96019, R97002, R97008B, R97045, R97080, R97063)
- Noon WORKING LUNCH
- 11:30 a.m. 3. Scope Determination and Triage Actions
- Scope determination on New Requests : Discussion and Procedural Vote on R97124, R97125
 - Triage Actions for New Requests : Discussion and Procedural Vote
- 1:00 p.m. 4. Review of Recommended Standards and Interpretations - Intraday Standards (R97124)
[This item is expected to carry over into the Friday agenda]
- Discussion
 - Vote by Executive Committee Members at a "17/2" Level

Note: The business attire is business casual. The Chairman, at his discretion, may extend the hours of the meeting to ensure that all agenda items are addressed.



GISB EXECUTIVE COMMITTEE MEETING

The Broadmoor Hotel, Colorado Springs, CO

PROPOSED AGENDA

Friday, January 9, 1997 -- 9:00 a.m. to 1:00 p.m.

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| 9:00 a.m. | | Welcome |
| | - | Antitrust Guidelines |
| 9:05 a.m. | 4. | Conclusion of Intraday Standards Discussion and Vote |
| 10:00 a.m. | 5. | 1997 Annual Plan Conclusion |
| | - | AP items vote to omit from plan |
| | - | Conclusion of Plan |
| 10:15 a.m. | 6. | 1998 Annual Plan & Maintenance Plan |
| | - | Update on Progress |
| | - | Maintenance Plan Verification by Subcommittee Chairs |
| | - | Internet Look and Feel Report |
| | - | EBB-Internet Transition Plan |
| | - | Other Items on the Annual Plan |
| 11:15 a.m. | 7. | ANSI |
| | - | Accreditation as a Standards Development Organization |
| 11:30 | | Other Business Items |
| Noon | | Lunch |
| 1:00 p.m. | | Adjourn |

Note: The business attire is business casual. The Chairman, at his discretion, may extend the hours of the meeting to ensure that all agenda items are addressed.