



Gas Industry Standards Board

1100 Louisiana, Suite 4925, Houston, Texas 77002

Phone: (713) 356-0060, Fax: (713) 356-0067, E-mail: gisb@aol.com

Home Page: www.gisb.org

TO: Executive Committee (EC) Members
Posting for Interested Industry Participants

FROM: Rae McQuade, Executive Director

RE: Final Minutes from the Executive Committee Meeting – February 10, 2000

DATE: February 11, 2000

**GAS INDUSTRY STANDARDS BOARD
GISB EXECUTIVE COMMITTEE MEETING**

Salt River Project, Phoenix, Arizona

February 10, 2000

FINAL MINUTES

I. Administrative

Mr. Buccigross welcomed the attendees and the Executive Committee (EC) members to Phoenix and thanked Ms. McVicker of Salt River Project for hosting the meeting. Mr. Costan gave the antitrust advice. The agenda was adopted with no modifications. With modifications made during the meeting, the redlined minutes for November 11 were adopted. For a full accounting of the discussion from today's meeting, the transcripts should be ordered from Ms. Copeland of Ak/Ret Reporting (361-882-9037).

II. New Requests

For Request No. R00001, the motion was made, seconded and unanimously adopted through a procedural vote that the request was within scope. After discussion, a motion was made, seconded and unanimously adopted through a procedural vote to follow the triage recommendation. The triage recommendation states that this request corresponds to Item 7 on the Annual Plan and should be sent to the same group as the EC assigns Item 7 on the Annual Plan, with the same priority as given to Item 7 on the Annual Plan.

For R00002, the motion was made, seconded and unanimously adopted through a procedural vote that the request was within scope. There was discussion on how to proceed. A recommendation was made to prepare a process for EC consideration at the next meeting. Mr. Caldwell noted that the priority and how to handle this request should be addressed within the 2000 Annual Plan. Mr. Scheel raised the concern that XML development be coordinated between wholesale and retail activities. Mr. Sappenfield added that coordination should not be a problem as the leadership between GISB and CUBR is shared (Dick Brooks and Bill Hunsicker – both in CUBR and GISB, and Enron as a sponsor both in CUBR and GISB). The motion was made seconded and unanimously adopted to follow the recommendation of triage. As such, this request should be sent to the EDM Subcommittee, with the priority that it be addressed in the EDM Subcommittee's normal course of business with an eye to the applicable items on the Annual Plan.

III. Future Technology Task Force (FTTF) Recommendation

Mr. Shahan reported that the FTTF, on October 29, 1999, recommended to the EC that the minimum version of JDK to be used by parties developing Customer Activities Websites using JAVA should be moved to JDK 1.1.7 and the minimum level of JDK should be moved to 1.2.X as of June 2000. Mr. Caldwell made the motion to adopt the recommendation, which



Gas Industry Standards Board

1100 Louisiana, Suite 4925, Houston, Texas 77002

Phone: (713) 356-0060, Fax: (713) 356-0067, E-mail: gisb@aol.com

Home Page: www.gisb.org

was seconded by Mr. Keeler.

The recommendation was discussed. Ms. Munson recommended that the implementation date coincide with the release of GISB version 1.5 standards. Mr. Lander suggested that EDM Subcommittee look at versioning of software as it is a non-trivial business issue and customer satisfaction issue more than it is a technical issue. Additional concerns were raised that while it is possible to comply with the existing 1.1.6 Level JDK standard, it is extremely slow in performance. Sun Microsystems noted that customers can install more current versions of JDK and be backwardly compatible. Mr. Sappenfield noted that this issue is predominantly resident on the client side, who has for the most part already transitioned to higher levels.

After a break and further discussion, Mr. Caldwell restated the motion as "Modify the EDM Standards manual, Appendix C, to reflect that the minimum version of JDK to be used by parties developing Customer Activities Web sites should be 1.2.X." Mr. Keeler as seconder agreed to the restatement. It was noted that both the EDM Subcommittee for business issues and the FTTF for technical issues should be involved in the drafting of the recommendation. After further discussion, Mr. Caldwell withdrew his motion and Ms. McVicker made the following motion that: "Versioning should be discussed in the interoperability action item in the Annual Plan, and all versioning be resolved and the resolution included in the publication of version 1.5 of the GISB standards." Ms. Hess seconded the motion. In discussion, it was noted that both the EDM Subcommittee for business issues and the FTTF for technical issues should be involved in the drafting of the recommendation. The motion was adopted unanimously.

Mr. Shahan also highlighted that the minimum guidelines are included for subsequent EC action. No EC action is required at this time. There was no discussion.

IV. Recommendations for Proposed Standards

R96022A Recommendation:

Delete principles 1.1.7, 4.1.5 and 4.1.8. Add standard 4.3.x: "To the extent that multiple electronic delivery mechanisms are used, the same business result should occur."

Motion (1): Mr. Love made the motion to adopt the recommendation, which was seconded by Ms. Hess.

Discussion: Mr. Caldwell has concerns that 1.1.7 should not be deleted because it clearly states that Service Provider's Activity Code is mutually agreeable. Mr. Scheel supported Mr. Caldwell's assertion that GISB Standard No. 1.1.7 not be deleted. Mr. Novak also voiced concerns and noted that the instruction would make a good standard: "Use of Service Provider's Activity Code should be mutually agreeable between the Transportation Service Provider and the Service Requester in all communications where it appears." Mr. Lander and Ms. Hess noted that the instruction stood absent a subsequent action.

Motion (2): Mr. Love made the motion to adopt the revised recommendation, which was seconded by Ms. Hess. The revision is: Delete principles 4.1.5 and 4.1.8. Add standard 4.3.x: "To the extent that multiple electronic delivery mechanisms are used, the same business result should occur."

Vote: The motion to adopt the revised recommended standard passed unanimously.

Motion (3): Mr. Scheel made the motion to adopt the revised recommendation to decline, which was seconded by Ms. Hess. The revision is: decline the recommendation



Gas Industry Standards Board

1100 Louisiana, Suite 4925, Houston, Texas 77002

Phone: (713) 356-0060, Fax: (713) 356-0067, E-mail: gisb@aol.com

Home Page: www.gisb.org

to delete 1.1.7.

Vote: The motion to adopt the revised recommended standard passed unanimously.

R97044A Recommendation:
Add a code value description for the Reduction Reason data element in the Scheduled Quantity: described as "Confirming Party's Capacity Constraint", defined as "a constraint on the Confirming Party's system," with the code value of "CAP."

Motion: Ms. Davis made the motion to adopt the recommendation, which was seconded by Mr. Caldwell.

Discussion: There was no discussion.

Vote: The motion to adopt the recommended standard passed unanimously.

R98043 Recommendation:
(from the EII Task Force (November 2 - 4, 1998, referred to as IR4)), Add 'Transaction Status Code' data element to the Confirmation Response. Add code value descriptions for the new data element. Revise the Sample Paper Transaction and the Technical Implementation of Business Process for the Confirmation Response.

Motion: Ms. Phillips made the motion to adopt the recommendation, which was seconded by Mr. Caldwell.

Discussion: It was noted that this information was requested to make EBBs comparable to EDI. Ms. Munson noted that this information is redundant because it is a summary of the data that follows in the same file.

Vote: The motion to adopt the recommended standard fails, with less than 17 votes and the pipeline segment did not have two positive votes.

R98044 Recommendation:
Add 'Estimated Heating Factor' data element to the Scheduled Quantity for Operator. Revise GISB Standard No. 1.3.63 to include the new data element, "Estimated Heating Factor", abbreviated "Est BTU" and defined as "Estimated quality information for measurement in MMBTU."

Motion: Mr. Caldwell made the motion to adopt the recommendation, which was seconded by Ms. Munson.

Discussion: There was significant discussion that the definition should be revised. Mr. Keisler and Mr. LaTour noted that the definition of Heating Factor was consistent with the definition in the Measured Volume Audit Statement.

The motion was withdrawn.

Motion (2): Ms. Hess made the motion that the recommendation and request for R98044 be transferred to the BPS to be addressed in conjunction with the existing data element heating factor in the Measured Volume Audit Statement. Ms. McVicker seconded the motion.

Discussion: The priority for this request is high.

Vote: Motion (2) passed unanimously.



Gas Industry Standards Board

1100 Louisiana, Suite 4925, Houston, Texas 77002

Phone: (713) 356-0060, Fax: (713) 356-0067, E-mail: gisb@aol.com

Home Page: www.gisb.org

R98088 Recommendation:
(From the EII Task Force (December 18, 1998, referred to as IR33)), Add 'Distributed Confirmed Delivery Quantity' and 'Distributed Confirmed Receipt Quantity' data elements to the Scheduled Quantity. Revise GISB Standard No. 1.3.61 to include the two new data elements.

Motion: Mr. Love made the motion to adopt the recommendation, which was seconded by Mr. Griffith.

Discussion: No discussion.

Vote: The motion to adopt the recommended standard passed unanimously.

R99021A Recommendation:
Add four code value descriptions for the 'Validation Code' data element in the Confirmation Response Quick Response. The two errors are: "Quantity is greater than corresponding quantity on the Request for Confirmation," and "Quantity is less than the elapsed-prorated-scheduled quantity." The two warnings are: "Quantity is greater than corresponding quantity on the Request for Confirmation." and "Quantity is less than the elapsed-prorated-scheduled quantity."

Motion: Ms. Phillips made the motion to adopt the recommendation, which was seconded by Mr. Griffith.

Discussion: No discussion.

Vote: The motion to adopt the recommended standard passed unanimously.

R99040 Recommendation:
Add one code value description for the 'Reduction Reason' data element in the Confirmation Response, Scheduled Quantity and Scheduled Quantity for Operator. The code value is "AFF", described as "Processing Affidavit Non-Compliance" and defined as "A reduction in a nominated quantity as a result of non-compliance with the processing affidavit requirements outlined in TSP's tariff."

Motion: Ms. Hess made the motion to adopt the recommendation, which was seconded by Ms. Munson.

Discussion: This recommendation is related to the previous action by GISB to approve the data element "Processing Rights Indicator."

Vote: The motion to adopt the recommended standard passed unanimously.

R99041 Recommendation:
(from the EII Task Force (July 14, 1999)), Revise the Technical Implementation of Business Process for the Scheduled Quantity.

Motion: Ms. Munson made the motion to adopt the recommendation, which was seconded by Ms. Hess.

Discussion: The recommendation addresses the need to send multiple reduction reason codes for the Scheduled Quantity data set. There was further discussion on why the phrase in the Technical Implementation of Business Process says "mutually agreeable practice" if the data element is sender's option.



Vote: The motion to adopt the recommended standard passed unanimously.

V. R99033 – Operationally Available and Unsubscribed Capacity

Mr. Lander described the recommendation. Mr. Scheel moved the recommendation be adopted, which was seconded by Mr. Love. Mr. Lander corrected typographical mistakes – use of "recorded" rather than "reported", and both Mr. Scheel and Mr. Love agreed to the change. Mr. Scheel and Mr. Love also agreed to modify the recommendation to support the pipeline comments. The revised recommendation follows:

- (S86) 5.3.x Operationally Available Capacity (OAC) should be reported as the quantity (in standard units) remaining available to be scheduled at (or through) the identified point, segment or zone, in the indicated direction of flow. Operating Capacity (OPC) should be reported as the total capacity which could be scheduled at (or through) the identified point, segment or zone in the indicated direction of flow. The Total Scheduled Quantity (TSQ) should be reported as the net quantity scheduled at the point, segment or zone level in the indicated direction of flow. When reporting OAC, OPC and TSQ, the transportation service provider should indicate whether the individual reported capacity is at the point, segment or zone level.
- (S87) 5.3.x Operationally Available Capacity (OAC), Operating Capacity (OPC) and Total Scheduled Quantity (TSQ) are associated information and should be reported at the same level. Transportation Service Providers should report OAC, OPC and TSQ at, at least one of, point, segment or zone level.
- (S88) 5.3.y When reporting Operationally Available Capacity, Operating Capacity and Total Scheduled Quantity, the zone should be identified when the point or segment is associated with one zone.
- (S89) 5.3.z The Total Scheduled Quantity and the Operationally Available Capacity information should be updated by the Transportation Service Provider to reflect scheduling changes and be reported promptly following the scheduling deadline associated with the timely and evening nominations cycles.

After discussion, the vote taken was unanimous in favor.

VI. EDM - AS2 Update

Mr. Caldwell gave the EDM AS2 update. There are no business practice changes. Several work papers are available and can be downloaded from the GISB Home Page, including a business summary. The summary includes the reasons for the necessity of change to the AS2 protocol to benefit the industry, and support for a global standard to move EDI data sets on Internet.

VII. Information Requirements (IR) Backlog

Ms. McQuade described the activities and discussions at the November EC meeting and the December Board meeting that highlighted the backlog of work in the Information Requirements Subcommittee. Ms. McVicker noted that to address the backlog, we may need to have a parallel track of separate ad hoc group(s), which was endorsed by Ms. Munson. Concerns were raised that should a separate group or groups be set up to address some of the



Gas Industry Standards Board

1100 Louisiana, Suite 4925, Houston, Texas 77002

Phone: (713) 356-0060, Fax: (713) 356-0067, E-mail: gisb@aol.com

Home Page: www.gisb.org

backlog functions – it may be the same core group of individuals doing the work. Ms. Davis noted that of the 15 people attending the last IR meeting, 12 were from the pipeline segment. Mr. Scheel noted that the work could be evaluated against some key criteria such as time needed to address the issue, impact on the business, responsiveness to government agencies, and complexity of the outstanding issues. Mr. Caldwell noted that we need to have more meetings and review the process for holding the meetings – such as development of work papers prior to holding the meetings. Mr. Lander observed that the same logic that applied to the decision to split the business practice issues of EBB Internet implementation, title transfer tracking, imbalance tracking and netting from the Business Practices Subcommittee into separate ad hoc group applies to parallel tracks of the backlog of IR efforts. Ms. Davis urged the group to be responsive to the burnout of the same core of individuals who volunteer to work on the information requirements efforts.

Ms. McVicker made the motion to create an ad hoc subcommittee that would address the information requirements issues related to imbalance netting and trading and title transfer tracking. After such items are addressed, the EC would evaluate the need for such an ad hoc subcommittee to continue. The ad hoc subcommittee would report to the EC and the two co-chairs would be Ms. Munson and Ms. Hess. Ms. Munson seconded the motion. The motion carried with one abstention. The co-chairs will set the calendar.

[Out of sequence] Ms. Davis noted that we had not determined which items (imbalance netting and trading, title transfer tracking) should come first. Mr. Scheel supported imbalance trading as the first item to be addressed. He made it a motion, which was seconded by Ms. Phillips. Ms. Hess noted her opinion that title transfer tracking would take less time to address through the subcommittee than imbalance trading. Ms. Munson disagreed. A vote was taken and the motion passed with 14 in favor to 7 opposed to 1 abstention.

VIII. 2000 Annual Plan

For the contracts efforts, Diane McVicker and Cary Metz will co-chair the subcommittee. They will set a schedule for the meetings and report back at the next EC meeting on their progress. For the Interoperability efforts, the EDM Subcommittee will work with the FTTF to address the action items, and report progress back to the EC. The XML Subcommittee will be set up and co-chaired with Bill Hunsicker. They will set a schedule for the meetings and report back at the next EC meeting on their progress.

IX. Board Report, FERC Filing of Version 1.4, DOE Meeting

The actions taken at the March 2 Board meeting was reviewed, including the adoption of the 2000 Annual Plan and the discussion of the efforts to address the request from the Coalition for Uniform Business Rules regarding its desire for GISB to take over the process of developing electric and gas retail standards. The DOE meeting scheduled for January 26 was postponed due to snow conditions and was rescheduled to February 14. The FERC filing was prepared and reviewed by the Editorial Review Board. It should be sent to the FERC shortly.

X. Confirmations and Cross Contract Ranking Meeting

After further discussion, Mr. Keeler moved and Mr. Greene seconded a motion that the matter not be deferred, but that it be considered finally resolved as reflected in the votes at the last EC meeting. Motion carried unanimously.



Gas Industry Standards Board

1100 Louisiana, Suite 4925, Houston, Texas 77002

Phone: (713) 356-0060, Fax: (713) 356-0067, E-mail: gisb@aol.com

Home Page: www.gisb.org

XI. Adjourn

The meeting adjourned at 5:15 p.m.



Gas Industry Standards Board

1100 Louisiana, Suite 4925, Houston, Texas 77002

Phone: (713) 356-0060, Fax: (713) 356-0067, E-mail: gisb@aol.com

Home Page: www.gisb.org

X. Attendance and Voting Record

Executive Committee	Segment	Present	Member
	End Users	✓	Joel Green for the vacancy
		✓	Kelly Daly
		✓	Dona Gussow
		✓	Diane McVicker
		✓	Tina Patton
	LDCs	✗	Dolores Chezar
		✗	Chris Maturo (ballot provided)
		✓	Mike Novak
		✓	Bob Betonte
		✓	Steve Sullivan
	Pipelines	✓	Bill Griffith
		✓	Dale Davis
		✓	Paul Love
		✓	Theresa Hess for the vacancy
		✓	Mark Gracey
	Producers	✓	Paul Keeler
		✓	Joyce Phillips
		✓	Mike Johnson
		✓	Richard Smith
		✗	Vacancy
	Services	✓	Jim Buccigross
		✓	Carl Caldwell
		✓	Keith Sappenfield
		✓	Mark Scheel
		✓	Sylvia Munson
Administrative:	Rae McQuade		- Executive Director
	JoAnn Garcia		- GISB Staff
	Veronica Thomason		- GISB Staff
	Jay Costan		- GISB General Counsel
	Jane Copeland		- Ak/Ret Reporting



Gas Industry Standards Board

1100 Louisiana, Suite 4925, Houston, Texas 77002

Phone: (713) 356-0060, Fax: (713) 356-0067, E-mail: gisb@aol.com

Home Page: www.gisb.org

Voting Record

Member	R96022A	R96022A	R97044A	R98043	R98088	R98021A	R99040	R99041
Joel Greene	✓	✓	✓	✓	✓	✓	✓	✓
Kelly Daly	✓	✓	✓	✓	✓	✓	✓	✓
Dona Gussow	✓	✓	✓	abstain	✓	✓	✓	✓
Diane McVicker	✓	✓	✓	✓	✓	✓	✓	✓
Tina Patton	✓	✓	✓	✓	absent	✓	✓	✓
Dolores Chezar (absent)								
Chris Maturo (ballot)				✓	✓	✓	✓	✓
Mike Novak	✓	✓	✓	✗	✓	✓	✓	✓
Bob Betonte	✓	✓	✓	✗	✓	✓	✓	✓
Steve Sullivan	✓	✓	✓	✓	✓	✓	✓	✓
Bill Griffith	✓	✓	✓	✗	✓	✓	✓	✓
Dale Davis	✓	✓	✓	abstain	✓	✓	✓	✓
Paul Love	✓	✓	✓	abstain	✓	✓	✓	✓
Theresa Hess	✓	✓	✓	abstain	✓	✓	✓	✓
Mark Gracey	✓	✓	absent	abstain	✓	✓	✓	✓
Paul Keeler	✓	✓	✓	✓	✓	✓	✓	✓
Joyce Phillips	✓	✓	✓	✓	✓	✓	✓	✓
Mike Johnson	✓	✓	✓	✓	✓	✓	✓	✓
Richard Smith	✓	✓	✓	✓	✓	✓	✓	✓
Jim Buccigross	✓	✓	✓	✓	✓	✓	✓	✓
Carl Caldwell	✓	✓	✓	✓	✓	✓	✓	✓
Keith Sappenfield	✓	✓	✓	✓	✓	✓	✓	✓
Mark Scheel	✓	✓	✓	✓	✓	✓	✓	✓
Sylvia Munson	✓	✓	✓	✗	absent	✓	✓	✓
Total Votes For	22	22	21	14	21	23	23	23
Total Votes Against	0	0	0	4	0	0	0	0
Ratification?	yes	no	yes	n/a	yes	yes	yes	yes
Pass/Fail	Pass	Pass	Pass	Fail	Pass	Pass	Pass	Pass

✓ - affirmative vote
✗ - negative vote



Gas Industry Standards Board

1100 Louisiana, Suite 4925, Houston, Texas 77002

Phone: (713) 356-0060, Fax: (713) 356-0067, E-mail: gisb@aol.com

Home Page: www.gisb.org

Voting Record Continued

Member	R99033
Joel Greene	✓
Kelly Daly	✓
Dona Gussow	✓
Diane McVicker	✓
Tina Patton	✓
Dolores Chezar (absent)	
Chris Maturo (ballot)	
Mike Novak	✓
Bob Betonte	✓
Steve Sullivan	✓
Bill Griffith	✓
Dale Davis	✓
Paul Love	✓
Theresa Hess	✓
Mark Gracey	✓
Paul Keeler	✓
Joyce Phillips	✓
Mike Johnson	✓
Richard Smith	✓
Jim Buccigross	✓
Carl Caldwell	✓
Keith Sappenfield	✓
Mark Scheel	✓
Sylvia Munson	absent
Total Votes For	21
Total Votes Against	0
Ratification?	Yes
Pass/Fail	Pass



Gas Industry Standards Board

1100 Louisiana, Suite 4925, Houston, Texas 77002

Phone: (713) 356-0060, Fax: (713) 356-0067, E-mail: gisb@aol.com

Home Page: www.gisb.org

Observers to the Meeting - February 10, 2000:

Name	Company	GISB Member
PIPELINES:		
Dennis LaTour	ANR Pipeline	Yes
Joe Bianchi	ANR Pipeline	Yes
Iris King	CNG Transmission	Yes
Tammy Hopkins	Enron Gas Pipelines	Yes
Jon Keeler	Great Lakes Gas Transmission	Yes
Tom Gwilliam	Iroquois	Yes
Prince McDougal	Southern Natural Gas	Yes
Nancy Fitzgerald	Tejas Offshore Pipelines	Yes
Cheryl Snyder	PG&E Transmission	Yes
John Breen	PG&E Transmission	Yes
Doug Hahn	PG&E Transmission	Yes
Ken Schubert	TransCanada Pipelines	Yes
Fred Cumminger	Texas Eastern	Yes
Kim Van Pelt	Trunkline	Yes
Jim Keisler	Williams Gas Pipeline	Yes
Kurt Link	Williston Basin Interstate	Yes
LDCs:		
Mike Shahan	Dominion Resources - Peoples Natural Gas	Yes
SERVICES:		
Cynthia Corcoran	Corcoran Law Offices	Yes
Scotty Gilbert	Enron Administrative	Yes
Gary Payne	Enron Administrative	Yes
Randy Young	Koch Midstream	Yes
Greg Lander	Skipping Stone	Yes
Pete Whatley	Dynegy Marketing and Trade	Yes
Leigh Spangler	Latitude Technology	Yes
END USERS		
Veronica Jones	Defense Energy Support Center	Yes
ASSOCIATIONS:		
Miriam Arnaout	AGA	