



**GAS INDUSTRY STANDARDS BOARD**  
**Executive Committee Meeting**  
**April 16, 1998 -- 10:30 a.m. to 4:00 p.m.**  
**The Watergate Hotel, Washington D.C.**

**FINAL MINUTES**

**I. Introductory Items**

Mr. Bray welcomed the attendees and the Executive Committee (EC) members to Washington and made introductory remarks. Mr. Holbrook reviewed the antitrust guidelines. Roll was called and members and alternates were welcomed to the committee meeting. There were revisions to the revised agenda with a reordering of item 5 to be addressed directly after lunch, and item 8 was struck to be addressed in May after the FERC order is issued. The revised agenda was adopted unanimously. The May meeting was rescheduled to May 21. The draft minutes from March 19 with modifications were adopted unanimously.

**II. New Requests**

For Request Nos. R98009 through R98017, all requests were found within scope through a unanimous decision.

For Request No. R98009 submitted by Exxon, 'Add the data element "Remit to Party" to the Statement of Account and the Payment Remittance data dictionaries', the triage recommendation to send the request to the Information Requirements Subcommittee to be addressed as the subcommittee places the request on the agenda was approved unanimously.

For Request No. R98010 submitted by Exxon, 'Add the data element "Payment Remittance Total Amount" to the Payment Remittance data dictionary', the triage recommendation to send the request to the Information Requirements Subcommittee to be addressed as the subcommittee places the request on the agenda was approved unanimously.

Concerns were raised and discussed on the priorities recommended by the Triage Group and the existing workload of requests facing the various subcommittees.

For Request No. R98011 submitted by TransCapacity, 'Add new standards and definitions to standardize the PDA/Allocation process and standardize the terms parties use when referring to various processes known as allocation', the triage recommendation to send the request to the Business Practices Subcommittee to be addressed with the flowing gas issues was approved unanimously.

For Request No. R98012 submitted by TransCapacity, 'Add a new standard to describe when and under what circumstances Allocation Statements are sent to shippers', the triage recommendation to send the request to the Business Practices Subcommittee to be addressed with the flowing gas issues was approved unanimously.

For Request No. R98013 submitted by Columbia Gas Transmission, 'Modify the Measured Volume Audit Statement to make the values for Static Pressure Range consistent with Static Pressure, and Maximum Differential Pressure with Differential Pressure', the triage recommendation to send the

request to the Information Requirements Subcommittee to be addressed as the subcommittee places the request on the agenda was approved unanimously.

For Request No. R98014 submitted by Columbia Gas Transmission, 'Add Preparer ID and Recipient ID to the Measured Volume Audit Statement', the triage recommendation to send the request to the Business Practices Subcommittee to be addressed with the flowing gas issues was approved unanimously.

For Request No. R98015 submitted by Columbia Gas Transmission, 'Change the usage of Meter Operator to BC in the Measured Volume Audit Statement', the triage recommendation to send the request to the Business Practices Subcommittee to be addressed with the flowing gas issues was approved unanimously.

For Request No. R98016 submitted by Columbia Gas Transmission, 'Correct an omission in the cross reference of the Measurement Information document by the inclusion of the usage for Ending Flow Date and Ending Flow Time', the triage recommendation to send the request to the Technical Subcommittee to be addressed as the subcommittee places the request on the agenda was approved unanimously.

For Request No. R98017 submitted by Columbia Gas Transmission, 'Modify the data dictionary to add text to the Release Term Start Date and Release Term End Date in the Capacity Release Award Notice', the triage recommendation to send the request to the Information Requirements Subcommittee to be addressed as the subcommittee places the request on the agenda was approved unanimously.

For Request No. R98004 submitted by Idaho Power on behalf of credit manager associations, 'Develop an energy industry standardized continuing guaranty similar in form to a GISB contract', the scope issue was raised. Ms. Corman, Ms. Davis, Mr. Hahn and Mr. Ehinger noted that their contacts were unaware of this activity and the list was not representative.. Mr. Hahn also talked to his credit managers who indicated that this activity would be beneficial. Mr. Novak asked that the procedures be collected to ensure that there was support from the credit manager associations. Mr. Keeler noted that the guaranty form is not standardized in the industry and questioned the value of moving forward on this item. Mr. Smith noted that it would have value as a starting point, and he would like to see it go forward. Mr. Sappenfield noted that this form is needed and would facilitate commerce although development may be premature. Members of the EC requested that a member of the credit group supporting the request be present at the meeting. The motion was made and adopted to have the Executive Director and the Chairman of the Contracts Subcommittee contact the requester for further information as presented in the transcripts, and request that a member of the credit group come to the meeting to discuss the request.

### **III. Proposed Standards and Interpretations**

The Gas Day Trades Contract, Request No. R97096, a proposed standard was discussed. Mr. Hebenstreit noted the major changes: the title was changed, recording of the conversations was added, and the changes from Amoco and Exxon were made. A red-lined copy of the contract was distributed and is posted as a work paper for this EC meeting. As the changes were made at the request of the EC, it did not require re-circulation for comment. The contract was proposed by the task force as a standard.

Changes were made in section 2.1 to alleviate discrepancies: "Receiving Transportation Service Provider" to 'Receiving Transporter'. Mr. Novak noted that that sections 2.1, 2.2, 2.6 and 7.4 are also addressed by GISB Standards and there may be discrepancies. Mr. Novak noted that there may be a need for further clean-up. Ms. Davis added that form changes should be made regarding use of the items "transporter" and "transportation service provider". Mr. Lander suggested changes to alleviate Ms. Davis's concerns. There was considerable discussion on changes to be made. A revised contract was distributed as a result of the conversations.

### **IV. Process Subcommittee**

Mr. Boswell proposed on behalf of the Process Subcommittee that a operating practice be adopted addressing appeals, which was drafted in the Process Subcommittee meeting earlier in the day. Modifications were made to the appeals process during the meeting. A motion was made to adopt the procedure as amended, seconded, and adopted unanimously.

Mr. Boswell reviewed the modifications to the GISB Operating Practice, 'Procedures for GISB Executive Committee Subcommittees'. There were amendments to section II A 3. A motion was made to adopt the procedure as amended, seconded, and adopted unanimously.

### **III. Proposed Standards and Interpretations (Continued)**

The Gas Day Trades Contract, Request No. R97096, revised proposed contract was distributed with the changes made earlier in the meeting. The committee members reviewed the changes. Mr. Oppenheim noted that the proposed contract did not include force majeure language. Mr. Hebenstreit explained that the UCC convention would apply. A motion was made to adopt the contract as a standard, it was seconded and adopted with seventeen affirmative votes and at least two affirmative votes from each segment.

### **V. Annual Plan**

The chairs and task force chairs were asked to review the maintenance plan as provided in the meeting materials for any needed changes. Mr. Walker updated the group on the Internet "Look and Feel" progress. The threshold questions were provided to the Executive Committee as requested. The proposed standards and a minority report have been distributed for industry comment and will be voted on by the Executive Committee on May 21. The threshold questions will be undertaken on May 21. The transactional activities for consideration of standardization on the Internet will be undertaken after the plan has been presented to the Board in June. Ms. Scott noted that the time frame is short and as such the EC meeting was altered for May to be a two day meeting, to be held May 20 and May 21. Mr. Betonte explained the direction of the EBB Transition Team and the characterizations that are being applied to the models. A possible outcome will be a grouping of similar characteristics of the models. Ms. McVicker noted the progress that title transfer tracking has made and urged attendees to join her meeting scheduled for tomorrow. Mr. Buccigross noted the organizational meeting that was held regarding OBAs, imbalance netting and other related standards. There was discussion on the need for a separate committee or task force for the issues related to netting and trading of imbalances. The officers of the EC with the Executive Director will determine how best to proceed. Ms. McQuade discussed the progress on the MTPA Task Force chaired by Ms. Corman.

### **VI. Advisory Committee**

Mr. Bray updated the group on the Advisory Committee meeting held yesterday. Representation at the meeting included state commissioners, regulatory representation from Canada and Mexico, and support from the House Energy Committee.

**VII. ANSI**

Mr. Wallenhorst reviewed the report provided by the ANSI team including the plan described in the report. Ms. Van Pelt reviewed the work done to date with the X12 subcommittee for submitting changes and the procedures to be followed. The initial focus is on the payment remittance document. It is expected the ANSI team will meet a maximum of two days per month which may be reduced depending on the workload of the Technical Subcommittee. She reviewed the timeline provided in the meeting materials. The mapping activities occurred for the most current version (4010) of X12 data sets which are Year 2000 compliant. The migration from version 3040 to version 4010 is a significant undertaking but does not change the business practices. The motion was made and seconded to adopt the plan proposed by the ANSI team. The motion was withdrawn and will be placed as the first item on the May agenda.

**VIII. Adjourn**

Meeting adjourned at 4:30 p.m.

Attachments: 1. Attendance  
2. Voting Record