



## 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

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

**FROM:** Rae McQuade, Executive Director

**RE:** Final Minutes from the Executive Committee Meeting – June 15, 2000

**DATE:** August 18, 2000

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**GAS INDUSTRY STANDARDS BOARD**  
**GISB EXECUTIVE COMMITTEE MEETING**  
**Boeing Museum of Flight, Seattle, Washington**  
**June 15, 2000**  
**FINAL MINUTES**

### **I. Administrative**

Mr. Buccigross welcomed the attendees and the Executive Committee (EC) members to Boeing Museum of Flight and thanked Ms. Patton for hosting the meeting. Mr. Costan gave the antitrust advice. The agenda as modified was adopted unanimously. With modifications made during the meeting, the redlined minutes for April 13 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). (Out of Order) Ms. McQuade read the roll call after agenda item 2 concluded. There were 18 members in attendance and five ballots had been received in the office.

### **II. New Requests**

Ms. Van Pelt presented the new requests. For request nos. R00007 to R00010, the Triage Group recommended that the EC find the requests in scope. A motion was made, seconded and adopted unanimously that they were in scope. For each request of request nos. R00007 to R00010, the motions were made, seconded and adopted unanimously to follow the triage recommendations. A motion was made, seconded and adopted unanimously that request nos. R00011 to R00019 were in scope. For each request of request nos. R00011 to R00019, the motions were made, seconded and adopted unanimously to follow the triage recommendations with the exception of request no. R00015. It was modified to send it to the Information Requirements Subcommittee (IR) for processing with Williams' request R99042. A motion was made, seconded and adopted unanimously that request nos. R00020 to R00023 were in scope. For each request of request nos. R00020 to R00023, the motions were made, seconded and adopted unanimously to follow the triage recommendations. The dispositions of the requests as determined by the EC were:

**R00007:** Submitted by Enron Gas Pipeline Group to add a data element to the Transportation/Sales Invoice (3.4.1) to identify charges as commodity or reservation.

**Disposition:** Send to the Business Practices Subcommittee (BPS) to be processed when BPS next processes Invoicing related requests (i.e., its normal course of business).

**R00008:** Submitted by CapacityCenter.Com to add a business practice standard as follows: "Transportation Service Providers implementing the Storage Balance



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Report should employ all the transaction type code values which affect the value communicated in the applicable ending storage balance data element(s)."

**Disposition:** Send to BPS with a high priority in order to be processed and catch up with Information Requirements Subcommittee's processing of the Storage Balance Report TIBP.

**R00009:** Submitted by NGPL to make GISB Standard No. 4.3.18 consistent with Standard No. 4.3.65 through the addition of the reference to the parent company.

**Disposition:** Refer to Electronic Delivery Mechanisms Subcommittee (EDM) and Triage requests that EDM also take notice of the language in 4.3.46, to be processed as soon as practicable.

**R00010:** Submitted by Enron Gas Pipeline Group to add Rate Identification Codes to the sub-detail level of the Offer Download (5.4.1), Bid Download (5.4.2), Award Download (5.4.3), Offer Upload (5.4.7), Offer Upload Quick Response (5.4.8), Offer Upload Notification (5.4.9), Bid Upload (5.4.18) and Bid Upload Quick Response (5.4.19).

**Disposition:** Refer to IR to be processed in the normal course of business.

**R00011** Submitted by NGPL to add five new Transaction Type code values to the datasets.

**Disposition:** Send to IR to be processed in its normal course of business.

**R00012** Submitted by Enron Gas Pipeline Group to add Bidder Notice Address and Bidder Notice Contact data elements.

**Disposition:** Send to BPS to be processed when BPS next processes Capacity Release related requests (i.e., its normal course of business).

**R00013** Submitted by Enron Gas Pipeline Group to add Bidder Invoice Contact and Bidder Invoice Address data elements to the Capacity Release Datasets.

**Disposition:** Send to BPS to be processed when BPS next processes Capacity Release related requests (i.e., its normal course of business).

**R00014** Submitted by Enron Gas Pipeline Group to add Signatory Name and Signatory Title data elements.

**Disposition:** Send to BPS to be processed when BPS next processes Capacity Release related requests (i.e., its normal course of business).

**R00015** Submitted by Enron Gas Pipeline Group to add a Bidder's Contingency Terms data element.

**Disposition:** Send to IR to be processed with request no. R99042.

**R00016** Submitted by El Paso Natural Gas to add a Reduction Reason code value to the Confirmations Response, and Scheduled Quantities document.



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**Disposition:** Send to BPS to be processed with the current round of Nominations Requests and within that in with the Capacity Priority for Scheduling issues (i.e., high priority to get in line with current Nominations round requests related to Capacity Priority for Scheduling).

**R00017:** Submitted by Reliant to provide EDI X12 dataset standards for requesting AutoNoms service and providing corresponding supplier allocation.

**Disposition:** Refer to BPS to be processed in the current round of nominations related requests.

**R00018:** Submitted by CMS Panhandle Pipeline Companies to add a new business conditional data element to the Nomination Related Datasets to accommodate the sending of producer.

**Disposition:** Refer to BPS to be processed with the current round of Nominations Requests and within that in with the Title Transfer Tracking sub-category of issues (i.e., high priority to get in line with current Nominations round requests related to the TTT sub-category of issues).

**R00019:** Submitted by CMS Panhandle Pipeline Companies to change the usage of Releaser Company Code from Mandatory to Conditional in the Bid Upload.

**Disposition:** Refer to BPS to be processed when BPS next processes Capacity Release related requests (i.e., its normal course of business).

**R00020** Submitted by Enron Gas Pipeline Group to add Charge Type codes and definitions to further describe the charges on an invoice.

**Disposition:** Send to IR to be addressed in the normal course of business.

**R00021** Submitted by Enron Gas Pipeline Group to make EDI/EDM software case-insensitive.

**Disposition:** Send to Future Technology Task Force (FTTF) to be addressed in the next release GISB standards.

**R00022** Submitted by Enron Gas Pipeline Group to add Right of First Refusal Indicator and Right of First Refusal Terms data elements to the header level of the Offer Download (5.4.1), Offer Upload (5.4.7) and Offer Upload Notification (5.4.9). It is also requested that validation codes be added to the Offer Upload Quick Response (5.4.8).

**Disposition:** Send to BPS to be addressed in the normal course of business.

**R00023** Submitted by Enron Gas Pipeline Group to add Rollover Rights Indicator and Rollover Rights Terms data elements to the header level of the Offer Download (5.4.1), Offer Upload (5.4.7) and Offer Upload Notification (5.4.9). It is also requested that validation codes be added to the Offer Upload Quick Response (5.4.8).

**Disposition:** Send to BPS to be addressed in the normal course of business.



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### III. Recommendations for Proposed Standards

**R98031 & R98035B:** (EII Task Force, 11/2-4/98 -IR6, R98031 and EII Task Force 11/20/98 - IR14, R98035B) Decline the requests to:

- Develop an EDI dataset to allow Confirming Parties to elect to "Confirm by Exception" as provided for in 1.2.11 and 1.3.22, and to
- Add new transaction identifiers in the Request for Confirmation (G850RQCF) and the Confirmation Response (G855RRFC) datasets. This transaction identifier would be used to indicate when the above datasets are being used for pre-limit quantities.

Discussion: Mr. Keisler presented the recommendation, which is to decline request nos. R98031 and R98035B. The vote is a simple majority vote to decline. Mr. Scheel noted that this declining implies that an EDI data set would not be developed.

Motion: The motion was made by Ms. Davis and seconded by Ms. Hess to adopt the recommendation.

Vote: All were in favor of the motion.

**R98085:** (EII Task Force (12/2/98) -IR30) Delete GISB Standard No. 4.3.77: Where a Transportation Service Provider populates the Upstream/Downstream Identifier via its EBB/EDM implementation based upon provision of an upstream or downstream contract identifier at pooling and logical points, an EDI nomination should be provided the same capability.

Discussion: Mr. Keisler presented the recommendation to delete standard 4.3.77. The vote is a "17/2" super majority vote. By removing this standard, GISB would not be required to make corresponding changes to the implementation guides - which are not there presently. Mr. Scheel confirmed that there were no comments filed regarding the deletion of this standard.

Motion: The motion was made by Ms. Davis and seconded by Ms. Hess to adopt the recommendation.

Vote: All were in favor of the motion.

**R99050:** Modify the definition of the data element Tax Identification Code in the Transportation / Sales Invoice (3.4.1) and Service Requester Level Charge / Allowance Invoice (3.4.4) to "Code assigned by a government to the Payee."

Discussion: Mr. Keisler presented the recommendation for request no. R99050. The vote is a "17/2" super majority vote. There was no discussion.

Motion: The motion was made by Mr. Caldwell and seconded by Mr. Scheel to adopt the recommendation.

Vote: All were in favor of the motion.



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### FTTF Minimum Guidelines:

Recommendation for proposed modifications for Version 1.5 to the minimum technical requirements and versions for:

- TCP Communications;
- Server Specified HTTP Ports;
- PGP - Security;
- HTTP & HTML Version;
- Appendix C Minimum Technical Characteristics and Guidelines for Customer Activities Web Site; and,
- Minimal and Suggested Technical Characteristics and Guidelines for the Developer and User of the Informational Postings Web Site.

The guidelines are reviewed and updated by the FTTF, at a minimum, by the spring of each year and presented to the GISB EC for adoption by the June meeting of that group.

Discussion: Mr. Shahan presented the recommended guidelines. The vote is a "17/2" super majority vote. NGPL's comments were reviewed. Ms. Van Pelt noted that she was in support of NGPL's comments with the exception of requiring sites to include a link for downloading the PDF reader plug-in.

Mr. Spangler noted that the operating system Windows 95 should not be taken off the list as it is still generally used. He added that the "generally available" language is too vague. Mr. Caldwell noted that "generally available" is to accommodate the time cycle of GISB adopting standards, publishing those standards and then possibly being cited in FERC orders. Ms. Munson noted that the language was also to prevent a maintenance problem. She also recommended changes to the recommendation. Mr. Whatley noted that this is a minimum set of characteristics and a suggested set of characteristics.

Motion (1): The motion was made by Ms. Phillips and seconded by Ms. Hess to adopt the recommendation.

Vote (1): The motion passed with one vote in opposition.

Motion (2): Mr. Scheel made the motion, which was seconded by Ms. Hess to amend the adopted recommendation to add PDF Reader to the plug-ins.. After discussion, it was noted that it would be more appropriate for NGPL to submit a request so that the issue could have a full discussion at a FTTF meeting.

Action (2): The motion was withdrawn. Ms. Van Pelt will contact Mr. Schisler regarding the need for a request.

Motion (3): Ms. Munson made the motion, which was seconded by Mr. Scheel to change the list of browser characteristics on Page 104 to read:

"Browser Characteristics (includes defined GISB current versions):

Features as supported by the latest generally available (GA) versions of most popularly utilized internet browsers becoming available."

Discussion: Mr. Shahan decried why the list is reasonable which was supported by Mr. Caldwell and Ms. Van Pelt.



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- Vote (3): The motion failed with two votes in favor and eleven opposed.
- Discussion: On informational postings, it was a conscious decision by FTTF to leave the screens at the smaller resolution. If a higher resolution, such as those used on the customer activities web sites is used with a design for a lower resolution there will be more blank space. Mr. Whatley noted again that this is a minimum set of characteristics and a suggested set of characteristics. There was no motion made to change the resolutions to make the requirements of the informational postings consistent with the customer activities web sites.
- R97064D:** Modify the standards manuals to use the new X12 data sets and implement the technical changes for request nos. R99038, R98055, R99040, R98088, R98057, R97044A, R99041 which have been approved by the GISB Executive Committee and request nos. R99039, R98057, R99044 which have been ratified by the GISB membership.
- Discussion: Ms. Van Pelt presented the recommendation to change the implementation guides for GISB Standard Nos. 1.4.1, 1.4.3, 1.4.4, 1.4.5, and 1.4.6, which use the ANSI ASC 873 document. She also provided a handout of revisions. The recommendation addresses transaction sets, code values and segments to bring the GISB standards into compliance with the X12 standards. The vote is a "17/2" super majority vote. Ms. Van Pelt reviewed requested changes to the recommendation.
- Motion (1): The motion was made by Ms. Davis and seconded by Ms. Hess to adopt the recommendation with the revisions identified by Ms. Van Pelt.
- Discussion: Application to the threaded segment of the pathed non-threaded model was addressed as a concern – sending a segment with no business information when previously it was not required to send the segment. Ms. Van Pelt indicate that she had contacted NGPL and Koch Gateway, both of which use the pathed non-threaded model, and they supported the changes. It should also be noted that neither NGPL nor Koch provided comments adverse to this recommendation. Mr. Caldwell noted that this lack of concern by those pipelines using the pathed non-threaded model addressed his concerns presented in the CGI comments. Mr. Scheel stated that all technical issues brought up by Dynegy and ENA have been satisfied, but he raised a concern on interruption of service – more of an implementation issue – with the transition from one transaction set to the new transaction set. Mr. Scheel noted that parallel testing should be developed on a mutually agreeable basis to ensure an orderly transition with no interruption of service. Both data sets should be available for a period of time to accommodate the parallel testing.
- Vote: The motion passed with with 18 in favor. The ballots were not counted as the recommendation was revised by the handout.
- Motion (2): Mr. Scheel made a motion, which was seconded by Ms. Munson, that a procedure be developed for transitioning from one transaction to a new transaction, which would be included in a TIBP:
- “When GISB adopts a new ANSI X12 transaction set that requires existing EDI users of that transaction to remap from one transaction to another, their Transportation Service Providers should, for a limited time,



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provide the capability for the existing EDI user to have both the pre-existing transaction and the newly mapped transaction available.”

- Discussion: After discussion, Mr. Scheel was supportive of this being a standard rather than a textual inclusion in the TIBP. Ms. Corman and Ms. Van Pelt noted that testing is a trading partner issue and does not belong as a standard. Ms. Davis noted that it is premature to send out the above language as a recommended standard for industry comment. It is premature because it addresses the same issue as request no. R97104. Request No. R97104 was addressed by the BPS on July 29, 1999 and two proposed standards were highlighted. The BPS will prepare a recommendation for these proposed standards. Comments may be forthcoming regarding parallel testing.
- Action (2): The motion was withdrawn. The recommendation for request no. R97104 will be discussed at the August EC meeting and will go out for comment on July 6.
- R99035:** Modify the EDM Implementation Guide to support standards convergence with Internet Engineering Task Force's "HTTP Transport for Secure EDI" (EDI INT standard AS2).
- Discussion: At this time in the meeting, Mr. Buccigross asked Mr. Keeler to chair the meeting as he planned to participate in the discussion. Mr. Keeler agreed and chaired the meeting during the consideration of request no. R99035. Mr. Caldwell presented the recommendation. The EDM Subcommittee had the same concerns expressed earlier on transitioning from one version to another. These concerns may be addressed through request no. R97104.
- Motion: The motion was made by Mr. Buccigross and seconded by Ms. Chezar to adopt the recommendation.
- Discussion: Because there may be changes needed to the Trading Partner Agreement, the recommendation can be forwarded to the contract subcommittee for its consideration as Part B.
- Vote: The motion passed with two abstentions.

Mr. Buccigross thanked Mr. Keeler for chairing the meeting during the discussion on the recommendation for request no. R99035. He returned to chair the meeting at this time. Mr. Costan's report on voting was discussed. Mr. Costan reviewed the report which was an explanation of the existing procedures and was provided in the materials. New, changed or deleted standards or interpretations require a "17/2" super majority vote. Maintaining a status quo is a simple majority vote. Maintaining the status quo can take the form of a recommendation to decline a request. .

#### IV. Board Actions

Mr. Buccigross reviewed the Board actions taken on June 8 regarding the request from the Coalition of Uniform Business Rules to develop standards for retail gas and electric markets. The Board took two motions - the first motion - to conclude the task force's effort, failed with two board members in favor of such action. The second motion, to continue the task force's efforts, passed with 18 board members in favor. The draft board minutes are posted for further review.



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**V. Special Reports**

Mr. Caldwell gave the EDM AS2 update. He noted that all information was covered during the discussion on request no. R99035 during agenda item 3. Ms. Van Pelt gave a review of the XML group. The report is being prepared and it is expected to come before the EC during the August meeting. Ms. Hess reviewed the Expedited Data Development Subcommittee efforts. Work continues on imbalance netting and trading and should conclude in August or September at the latest.

Ms. Corman reviewed Order 637 task force efforts. The draft minutes of Order 637 task force for May 24 were reviewed, modified and adopted as final. The plan was reviewed and adopted as final. The plan should be reviewed as a triage report, with the items found in scope and then the disposition of each item in the plan reviewed and approved. There was discussion on when each item should be completed. With the high priority assigned to these plan by the Board, the subcommittees should act to put the items in a high priority but if other items are already underway which would take minor effort to conclude, those items should be acted on within reason. Some changes were made to the relative priorities. The motion was made by Ms. Davis and seconded by Ms. Chezar to adopt the amended plan, which was approved unanimously. A timeline for conclusion of items to be presented to the EC for a vote was raised by Ms. Munson for discussion. After discussion, it was noted that a high priority has been given and subcommittees and task forces can take more days during a given month to meet if necessary, so that the action items may be addressed in a timely manner.

**VI. Annual Plan**

Ms. Van Pelt noted that the BPS is working on the second round of nominations related requests - in particular, they are addressing capacity priority for scheduling requests. For the Order 637 item, a date of completion will be needed before the September Board meeting. The subcommittee chairs will be asked to provide information to define the date. For IR, Mr. Keisler noted that the flowing gas requests are underway. Ms. Van Pelt gave an update on the Technical Subcommittee and ANSI Subcommittee - they are responding to requests as received, without a need for prioritization yet as they are able to address the requests without a backlog. Shipper imbalance and measurement data sets are under review for ANSI X12 compliance. If the Technical Subcommittee needs more time than scheduled, it will use days allotted to the ANSI Subcommittee.

Mr. Shahan reviewed the FTTF efforts on the interoperability survey for the client side. The motion was made and seconded to approve the survey prior to it being sent to Editorial Review Board for final approval. The motion passed unanimously. Ms. Corcoran will prepare the cover letter. The letter should include information that this survey is focused on the client side of transactions - and there should be one month to six weeks for completion of the survey. The contracts subcommittee update was given by Ms. McQuade. The group is continuing its review with section 4 of the short-term base contract for purchase and sales of natural gas. A meeting is scheduled for the end of June. The contracts subcommittee now includes more than 70 participants.

Ms. Garcia reviewed the confirmed speakers for the GISB Annual Meeting to be held on September 25 and 26 at the Menger Hotel in San Antonio. Confirmed speakers include Howard Fineman, Commissioner Breathitt (FERC), Commissioner Rowe (Montana), Commissioner Holmes (Kentucky), Commissioner Kretschmer (Illinois), Commissioner Monteforte (Mexico - Comision Reguladora de Energia), Commissioner Mason (Ohio), Commissioner Woods (Texas), Kathy Van Way (U.S. House Committee on Commerce) and



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Commissioner Emes (Canada - National Energy Board). Several others have been invited and we should hear from them shortly if they will be in attendance (Department of Energy, Federal Communications Commission). There will be a golf tournament this year. Sponsorships of events are available.

### **VIII. Adjourn**

The meeting adjourned at 3:00 p.m.



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## IX. Attendance and Voting Record

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



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## Voting Record

Member	R98031 & R98035B	R98085	R99050	FTTF (1)	FTTF (3)	R97064D	R99035
Kim Van Pelt	✓	✓	✓	✓	✗	✓	Abstain
Richard Kruse	✓	✓	✓	✓	✗	✓	Abstain
Bill Griffith	✓	✓	✓	✓	✗	✓	✓
Theresa Hess	✓	✓	✓	✓	✗	✓	✓
Dale Davis	✓	✓	✓	✓	✗	✓	✓
Chris Maturo (ballot)	✓	✓	✓	✓			✓
Dolores Chezar	✓	✓	✓	✓	✗	✓	✓
Steve Sullivan (ballot)	✓	✓	✓	✓			✓
Bob Betonte	✓	✓	✓	✓	Absent	✓	✓
Mike Novak (ballot)	✓	✓	✓	✓			✓
Keith Sappenfield (ballot)	✓	✓	✓	✓			✓
Carl Caldwell	✓	✓	✓	✓	✗	✓	✓
Sylvia Munson	✓	✓	✓	✗	✓	✓	✓
Mark Scheel	✓	✓	✓	✓	✓	✓	✓
Jim Buccigross	✓	✓	✓	✓	Abstain	✓	✓
Scott Brown	Not in attendance and no ballot was received by the GISB office						
Joyce Phillips	✓	✓	✓	✓	✗	✓	✓
Paul Keeler	✓	✓	✓	✓	✗	✓	✓
Richard Smith	✓	✓	✓	✓	✗	✓	✓
Mike Johnson	✓	✓	✓	✓	✗	✓	✓
Bill Hebenstreit	✓	✓	✓	✓	Abstain	✓	✓
Kelly Daly	✓	✓	✓	✓	Abstain	✓	✓
Tina Patton	✓	✓	✓	✓	Abstain	✓	✓
Diane McVicker	Not in attendance and no ballot was received by the GISB office						
Dona Gussow (ballot)	Abstain	Abstain	Abstain	Abstain		Abstain	✓
Total Votes For	22	22	22	21	2	18	22
Total Votes Against	0	0	0	1	11	0	0
Ratification?	No	Yes	Yes	Yes	n/a	Yes	Yes
Pass/Fail	Pass	Pass	Pass	Pass	Fail	Pass	Pass



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### Observers to the Meeting - June 15, 2000:

Name	Company	GISB Member
<b>PIPELINES:</b>		
Dennis LaTour	ANR Pipeline	✓
Nancy Fitzgerald	Coral Gas Transmission	✓
Iris King	Dominion Transmission	✓
Shelley Corman	Enron Gas Pipeline Group	✓
Tom Gwilliam	Iroquois	✓
Karen Gossett	Koch Gateway	✓
Bill Grygar	Panhandle Eastern	✓
Charlie Bass	Tennessee Gas Pipeline	✓
Ken Schubert	TransCanada PipeLines	✓
Jim Keisler	Williams Gas Pipeline	✓
<b>LDCs:</b>		
Mike Shahan	Dominion Resources - Peoples Natural Gas	✓
<b>SERVICES:</b>		
Cynthia Corcoran	Corcoran Law Offices	✓
Pete Whatley	Dynegy Marketing and Trade	✓
Leigh Spangler	Latitude Technology	✓
Randy Young	Koch Midstream	✓
<b>ASSOCIATIONS:</b>		
Miriam Arnaout	AGA	