



Gas Industry Standards Board

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Home Page - www.gisb.org

August 10, 1998

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

FROM: Rae McQuade, Executive Director

RE: **Upcoming Executive Committee Meeting Announcement & Agenda - August 20, 1998**

The Executive Committee will meet in Houston at the Doubletree Hotel on August 20 from 9:00 a.m. to 5:00 p.m. Materials for the meeting will be provided to Executive Committee members shortly and will be posted on the GISB Home Page in the "Executive Committee" area. Below are the meeting arrangements;

WHERE: Doubletree Hotel
400 Dallas
Houston, Texas

HOTEL PHONE #: 713-759-0202

WHEN: August 20, 1998
9:00 a.m. to 5:00 p.m.

Please notify the GISB office by August 18 of your intent to attend so that appropriate meeting and lunch arrangements can be made. I look forward to seeing you in Houston. Please feel free to call if you have any questions or comments.



**GISB EXECUTIVE COMMITTEE MEETING
DOUBLETREE HOTEL, 400 DALLAS, HOUSTON, TEXAS
PROPOSED AGENDA**

THURSDAY, AUGUST 20, 1998 -- 9:00 A.M. TO 5:00 P.M.

- 9:00 a.m. 1. Welocme
- Antitrust Guidelines
 - Welcome to members and attendees
 - Adoption of Agenda
 - Adoption of Draft Minutes of July 16, 1998
- 9:30 a.m. 2. Proposed Standards
- R97126 Add an error code and message to "Table A - Internet EDM Standard Error Codes and Messages." An EDM error code is needed for EDI translation errors.
 - R96004 & R97060 Trading Partner Agreement
- 11:00 a.m. 3. Voting Rules for Executive Committee Subcommittees & Task Forces
- Discussion
 - Procedural Vote on any changes to subcommittee or task force voting procedures
- Noon LUNCH
- 1:00 p.m. 4. EII Subcommittee Plan
- 2:30 p.m. 5. Common Codes Progress Report
- 3:00 p.m. 6. FERC Notices of Proposed Rule-making
- 4:00 p.m. 7. 1998 Annual Plan and Maintenance Plan
- Verification of Maintenance Plan by Subcommittee and Task Force Chairs
 - Title Transfer Tracking Progress
 - Allocation Grid Data Team Progress
 - Imbalance Subcommittee Update
 - Other Items on the Annual Plan
- 4:30 p.m. 8. Other Business Items
- 5:00 p.m. Adjourn