



## 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](http://www.gisb.org)

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**TO:** GISB Executive Committee Members & Alternates, Posting for Interested Industry Participants

**FROM:** Rae McQuade, Executive Director

**RE:** Draft Agenda for Executive Committee Meeting - December 14, 2000

**DATE:** December 5, 2000

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**GAS INDUSTRY STANDARDS BOARD EXECUTIVE COMMITTEE MEETING**  
**Hosted by El Paso Energy at the Doubletree Hotel, Houston, Texas**  
**Thursday, December 14, 2000 - 9:00 a.m. to 4:00 p.m. Central**

### MEETING ANNOUNCEMENT

The Executive Committee (EC) will meet in Houston on December 14, 2000. The EC meeting is graciously hosted by El Paso Energy at the Doubletree Hotel in downtown Houston, and was coordinated by Mr. Mark Gracey. Below are the meeting arrangements:

**WHERE:** Doubletree Hotel  
400 Dallas Street  
Houston, Texas  
Phone: 713-759-0202

**WHEN:** Thursday, December 14, 2000  
9:00 a.m. to 4:00 p.m. Central

A printed copy of the materials for the meeting will be provided shortly to EC members or their alternates for this meeting and presenters. The materials will be posted on the GISB Home Page in the "Executive Committee" area for attendees to download. To order a printed copy of the materials, please notify the GISB office. The cost of the printed materials is \$35.00.

**Please notify the GISB office by Tuesday, December 12** of your intent to attend so that appropriate meeting arrangements can be made. As always, the chair reserves the right to extend the time of the meeting to ensure that agenda items are addressed. The times indicated on the agenda will be followed to ensure that agenda items are allotted appropriate time slots. Should an agenda item conclude earlier than its stated time slot, the remaining time can be allotted to other agenda items at the discretion of the chair.

Please feel free to call the GISB office should you have any questions or comments.

Best Regards,  
Rae McQuade



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### **GAS INDUSTRY STANDARDS BOARD EXECUTIVE COMMITTEE MEETING Hosted by El Paso Energy at the Doubletree Hotel in Houston, Texas**

#### **DRAFT AGENDA**

**Thursday, December 14, 2000 - 9:00 a.m. to 4:00 p.m. Central**

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|------------|----|--|
| 9:00 a.m.  | 1. | Welcome <ul style="list-style-type: none"><li>• Antitrust Guidelines</li><li>• Welcome to members and attendees</li><li>• Adoption of Agenda</li><li>• Adoption of Draft Minutes of October 12 and November 16</li></ul>   |
| 9:30 p.m.  | 2. | Update on 2000 Annual Plan & Subcommittee Reports <ul style="list-style-type: none"><li>• Common Codes Subcommittee</li><li>• Contracts Subcommittee</li><li>• Imbalances Subcommittee</li><li>• EDD Subcommittee</li><li>• EDM Subcommittee</li><li>• FTTF Subcommittee</li><li>• Business Practices Subcommittee</li><li>• Information Requirements Subcommittee</li><li>• Technical Subcommittee</li><li>• ANSI Subcommittee</li><li>• XML Subcommittee</li><li>• Plan for 2001 Annual Plan Development</li></ul> |
| 11:30 a.m. | 3. | Discussion and Vote on New Requests  |
| Noon       |    | Lunch  |
| 1:00 p.m.  | 4. | Discussion and Vote on Recommendations for Proposed Standards  |
| 3:30 p.m.  | 5. | Election of Officers for 2001  |
| 4:00 p.m.  |    | Adjourn  |