



Gas Industry Standards Board

1100 Louisiana, Suite 3625, Houston, Texas 77002

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Home Page: www.gisb.org

TO: GISB EDM Subcommittee Participants & Posting for Interested Industry Participants

FROM: Rae McQuade, Executive Director, GISB
Dick Brooks, Co-Chairman, GISB EDM Subcommittee
Leigh Spangler, Co-Chairman, GISB EDM Subcommittee

RE: Final Minutes from the GISB EDM Subcommittee Meeting

DATE: May 17, 2001

GAS INDUSTRY STANDARDS BOARD

GISB EDM SUBCOMMITTEE MEETING

Conference Call: 2:00 p.m. to 4:00 p.m., May 17, 2001

FINAL MINUTES

I. Administrative

Mr. Spangler welcomed participants. He announced Mr. Keisler's passing at the beginning of the meeting, and expressed the subcommittee's sorrow at the loss of a friend and colleague. Ms. McQuade read the roll call and gave the antitrust charge. The agenda was adopted as drafted. The redlined draft minutes of April 12 were adopted as final with modifications made in the meeting.

II. Review of the Audit Report

The draft GISB response to the Sandia Surety Assessment (referred to hereafter as the "report") was reviewed and several changes were made. Mr. Stender noted his concern with the subcommittee response to finding 7.1.2. The recommendation that the PGP key be changed once per year, or as the trading partner agreement specifies, was noted by Mr. Stender as not only an administrative burden but also a potential risk that the keys could be inaccurately changed. Mr. Stender further noted that he was unaware that any problems had arisen from infrequent changing of keys. Mr. Lehn and Mr. Spangler agreed with the concerns raised by Mr. Stender, but responded that for good practice, it is recommended to change keys and an interval should be specified in the response. After further discussion, it was determined to make no changes to the response to finding 7.1.2 regarding the interval for changing keys. The portion of the response that noted that it is governed by the language in the trading partner agreement should protect companies from too frequent a time interval for making changes. Several other changes were considered and made to the document. No substantive changes were made. Changes were made for clarity and for consistency. (The changes were made to the draft report dated May 17, 2001.)

The report as changed in the meeting will be discussed at the Board meeting on June 7 and at the EC meeting on June 14. After those discussions, if it were deemed appropriate, the recommendation that would be prepared from the report would go out for industry comment, and be voted on by the EC in August. After EC adoption of the recommended standards changes, and those changes being ratified, the report would be sent to the Department of Energy.

III. Assignments and Next Agenda

The chairs will determine the items still remain for the EDM Subcommittee to address and set up meetings as needed.

IV. Adjournment



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The meeting adjourned at 4:00 p.m.

V. Attendees

Name	Company
SERVICES SEGMENT:	
Gina McMahon	BTUWatch.com
Leigh Spangler	Latitude Technologies
Dick Brooks	Group 8760
PIPELINE SEGMENT:	
Mike Stender	El Paso Energy
Terry Lehn	Enron Transportation Services
Kim Van Pelt	CMS Pipe Line
LDC SEGMENT:	
Mike Shahan	Dominion
ADMINISTRATIVE:	
Rae McQuade	GISB