



Gas Industry Standards Board

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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: September 12, 2001

GAS INDUSTRY STANDARDS BOARD
GISB EDM SUBCOMMITTEE MEETING

Conference Call: 9:00 a.m. to 11:00 a.m., September 12, 2001

FINAL MINUTES

I. Administrative

The meeting was called to order at 9:05 a.m. Mr. Spangler welcomed participants, read the antitrust statement, and announced the participants. The agenda was adopted as drafted. The draft minutes of May 17 were adopted as final with no modifications made in the meeting.

II. Review of the Audit Report

All references to GISB EDM page numbers in the following section pertain to Version 1.4 of the GISB EDM specification. GISB EDM editors may be required to "adjust" these references to correlate with the "equivalent" reference within the GISB EDM Version 1.5 specification when making the edits referred to in GISB's response to Sandia.

The group reviewed Enron's comments pertaining to GISB's response to Sandia. Theresa Hess presented Enron's recommended changes to GISB's Response to Sandia Report. The following items were discussed:

- Regarding response 7.2.2:
 - Recommended deleting standard 4.1.11, regarding FTTF model. Theresa indicated that GISB's Executive Committee supported the recommendation. There were no objections from the EDM committee.
 - Recommended changing the title on page 6 of Tab 4,

FROM:

"Major functions of the Internet EDM Model covered by the Standards"

TO:

"Major functions of Internet EDM covered by the Standards"

Ms. Hess indicated that GISB's EC had no objections to the above suggestion presented by Enron. There were no objections from the EDM subcommittee.

- Recommended changing the following text in Tab 3, Executive Summary, p. 1, Open Standards:

FROM:

"A brief delineation of these components and their relationship to the model are covered at a high level in the Business Process and Practices (Business Process Description) section and in more detail in later sections of this manual."



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TO:

“A brief delineation of these components is covered at a high level in the Business Process and Practices (Major functions of Internet EDM covered by the Standards) section and in more detail in later sections.”

Ms. Hess again indicated that GISB's EC had no objections to the above suggestion presented by Enron. There were no objections from the EDM subcommittee.

- Regarding Responses 7.2.3, 7.2.4, 7.2.7:
 - The group discussed Enron's proposed changes and the groups consensus was to replace the portion of text immediately following the first sentence of GISB's response through the end of the paragraph with:
“GISB appreciates Sandia's recommendation, but the language recommended by Sandia changes GISB's original intent and GISB does not, at this time plan to take any action.”
- Regarding response 7.3.8:
 - Enron identified ambiguities between Client and Server requirements within the GISB EDM specification and suggested that a new Appendix be created specifically to address Server requirements. The group agreed with Enron's recommendation. The new “Server Appendix” will be referred to as “Appendix XXX – Minimum (MM/DD/YYYY) Technical Characteristics for an EDM Server”. The following changes should be reflected in GISB's response:
 - Indicate the creation of a new “Server Appendix”, Appendix XXX, as described above.
 - Replace the proposed changes for page 20 to:
“Move the portion of pdf page 20 starting at “Allowable TCP ports” through the end of the following paragraph, ending with “Plugins and modules”, including the trademark references at the bottom to Appendix XXX. “
 - Move the text on pdf page 21 starting with “**The reservation of 20” and ending with “usage of these ports” to Appendix XXX.
 - PDF page 37, Revise the first bullet to reference the new Appendix XXX instead of Appendix A.
 - PDF page 63, Revise the new language to reference the new Appendix XXX instead of Appendix A.
 - PDF page 89, Revise the new language to reference the new Appendix XXX instead of Appendix A.
- Regarding response 7.4.1:
 - keep first sentence as is
 - Replace the remainder of the paragraph with “GISB appreciates Sandia recommendations and will forward the recommendations to the appropriate sub committee to consider renumbering as it applies to all GISB publications. “
 - Add a second paragraph containing:
“GISB agrees with Sandia's recommendation regarding Tab 6 and 7. The



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pages between tab 6 and tab 7 currently numbered 1-28 will be renumbered 4-31 as part of Tab 6.”

- Regarding response 7.4.2:
 - Keep first sentence as is.
 - Replace the remainder of the paragraph with “GISB appreciates Sandia recommendations and will forward the recommendations to the appropriate sub committee to consider organizing as it applies to all GISB publications.”
- Regarding response 7.4.4:
 - Insert the phrase “(see pdf page 74)” after the words “Frequently Asked Questions” in the last sentence of the first paragraph.
- Regarding response 7.4.7:
 - Recommend changing the format of GISB’s response to the “From” and “To” format, as used in other responses. Show the existing language from GISB EDM as “From”. The GISB response replaces the first sentence in the first paragraph.

That concluded the discussion regarding Enron’s proposed changes.

There was some discussion over how to prepare the request form to meet EC expectations. Kim Van Pelt offered to assist Leigh Spangler in preparing request. An updated Sandia response (not redlined) will be provided to EC.

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

The meeting adjourned at 11:15 a.m.



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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
Theresa Hess	Enron Transportation Services
Randy Young	GulfSouth Pipeline
LDC SEGMENT:	
Mike Shahan	Dominion