

Gas Industry Standards Board
Future Technology Task Force
Conference Call
January 15, 1999
Draft Minutes

FTTF Chair Susan Croley called meeting to order at 2:36 CDT.

Susan Croley read the anti-trust guidelines.
The agenda was approved unanimously.
Richard Hamilton volunteered to take minutes.

Attendees:

Susan Croley: Panhandle Eastern PipeLine Company
Richard Hamilton: Williams Natural Gas
Andy Sicignano: Enron Capital and Trade Resources
Chris Phillips: Columbia Gas Transmission
Jim Keisler: Transco
Bill Fortney: El Paso Natural Gas
John Smith: CNG
Thomas Eckel: Sabre Energy Services

It was decided to defer approval of the minutes from Oct. 26 and Nov 13 FTTF meetings to the January 26 FTTF meeting.

Reviewed the proposed outline of the EDM Related Standards manual and made some minor revisions.
The outline as revised is:

Proposed EDM Related Standards manual outline:

Introduction

- Purpose of EDM
- Flow diagram(s)
- Related standards common to all EDM/EDI systems

Executive Summary

Informational Postings Web Site

- Introduction
- Industry Goal/Purpose
- Outline of arrangement
- Related processes
- Processes and practices
- Related standards specific to Informational Postings Web Sites
- Specification
- Layout
- Format
- Example
- Data dictionary
- Reference Guide
- Appendix

EBB/EDM (including interactive FF/EDM)

- Introduction
- Industry Goal/Purpose
- Outline of arrangement
- Related processes
- Processes and practices
- Related standards specific to EBB/EDM and interactive FF/EDM
- Specification

- Layout
- Format
- Example
- Data dictionary
- Reference Guide
- Appendix

EDI/EDM (including batch FF/EDM)

- Introduction
- Industry Goal/Purpose
- Outline of arrangement
- Related processes
- Processes and practices
- Related standards specific to EDI/EDM and batch FF/EDM
- Specification
- Layout
- Format
- Example
- Data dictionary
- Reference Guide
- Appendix

Appendix

The assignments from November for developing a strawman of the EDM Related Standards manual using this layout was reviewed:

Susan Croley: Informational Postings

Terry Lehn: Flat File

John Tsucalas: EBB/EDM

Steve Hinton and Richard Hamilton: EDI/EDM

The proposals from this group will be reviewed at the January 26 FTTF meeting.

Reporting on the Pilot Test was added to the January 26 agenda. Andy Sicignano asked for more sites to test with.

Andy Sicignano and Jim Keisler gave an informal report of the recent activities of the Technical and EII subcommittees. It was decided to invite Kim to the January 26 meeting to discuss the progress of Flat File standards (FF) in these subcommittees.

Andy Sicignano moved to adjourn, Jim Keisler seconded. The meeting was adjourned at 3:11 PM CDT.