

**GISB FTTF
August 25, 1999
Teleconference Call**

Call To Order

Mike Shahan, Chairperson of the Future Technology Task Force (FTTF), called the teleconference meeting to order at 9:00 AM, on August 25, 1999.

Antitrust

Mike Shahan reviewed the GISB antitrust statement.

Minutes

Mike Shahan, from PNG, volunteered to take the minutes of the meeting.

Introductions

The participants on the call introduced themselves. Participants were as follows:

Mike Shahan	PNG
Sylvia Munson	Altra
Teressa Hess	Enron
Richard Hamilton	Williams
Joe Kelley	Florida Power & Light
Andy Sicignano	Enron Capital & Trade
Chris Phillips	Columbia Transmission
Jim Keisler	Transco

Agenda

With no objections, the printed agenda was adopted.

EDM Manual

A brief discussion was held about the FTTF recommended standards and principals to determine if they had ever been ratified. It was determined that they had been presented to EII at various times and had gone through the ratification process.

Discuss was held about participants' concerns that the EDM manual had gone through several FTTF meetings and been approved and we are now making last minute changes.

The group decided to go through Sylvia Munson's workpaper and try to categorize the issues then have a face to face FTTF meeting on August 30, 1999 in Houston. Enron volunteered to host the meeting. Concern was raised due to the fact that Sylvia Munson would not be able to attend the meeting. There was also concern because it is not known if Terry Lehn or John Tsucalas can be there. However, it was decided to have the meeting because of the very limited time left to complete the manual.

The following issues were categorized as indicated:

Action	Issue
OK	Entire document – all additions must be underlined, all deletions should have strike through
Change to TAB 6 deferred TAB 8 & 9 OK	1 Table of Contents, need to add new sections for EBB and IFF/EDM Changes needed are: Tab 6 – and “and Batch FF/EDM” to title bar Tab 8 – add as EBB/EDM Tab 9 – add as Interactive FF/EDM

OK	2 Version Notes Need to write text of version notes
OK	3 Introduction Need to add description of Tab 8 and Tab 9 to introduction, modify description of Tab 6 to include Batch FF/EDM
Mike Shahan will check with Rae	4 Executive Summary Addition of Y2K statement: need to confirm Rae's approval. I understand that the group has asked for this – just need to follow through.
Defer	5 Business Process and Practices Page 1 – why remove the text references to VAN services. This text should remain in place for 2 reasons. First, the EDM model in the standards still refers to VANs – it has not been updated. Second, this is a hot issue at some of the state discussions right now who are looking at using GISB EDM stds for Internet. It would be good to keep it.
OK	Page 4 – TCP Communications section Delete the two standards – all standards should be just like they were in 1.3, within this section, grouped by Prin, Def and Std.
OK	Tab 4 section. Reword the introduction statement so that it reads like text – it's like an outline right now.
OK	Capitalize TCP throughout the discussion (or don't, just be consistent about it).
EII Ratified	What in the new standards justifies the addition of all of these allowable TCP ports. The standard is HTTP – it looks like we're opening up ports for plugins and don't we have a standard that says we shouldn't do plugins? And don't we have a principle to limit the number of ports?
Need to check	From the HTTP Port list, this one says "8674". There are two other references to this, some say 8674 and some say 6874. Which is right?
OK	6 Related Standards This section has been updated from Common Codes recommendations and to be brought up to date, also the new stuff about HTTP voted in by the EC in July. This section will be the same in all books.
Defer	6 TIBP for Internet EDI/EDM Since this section also serves as the instructions for Batch FF/EDM, the text opening should include something saying such and the title should say it.
OK	Dictionary, "transaction-set", Format – The list of code values for this item were added to the Related Standards section under the HTTP discussion by the request from Technical. This should be changed to refer to that list in that section.
Defer - probably s/b taken out & a req submitted	The ones I am particularly interested in are the "from" and "to" elements. The GISB common code for entities does not include the usage of the duns+4 number. GISB common codes only support the 9 digit duns number. So why are we saying use the Common code identifier but saying that it should be 13 (9+4) instead of 9?
OK	Table of contents – page 1 for EDI subtab – These page numbers are risky because when the document gets PDF'd, the page numbers can change. I'd recommend we call these items Sections or something and label each of the 'sections' sequentially rather than using page numbers.
OK	Page 3 – General Flow . . . – make this title more informative as a lead in.

OK	Page 8 – MA elements refers to the standard list of codes, make the description refer to the table in Related Stds.
OK	Page 13 – General Flow – same change as above
OK	Page 17, Sever Specifications – change last sentence reference to GISB page to refer to Appendix A, Time Synchronization for the references
Check R97126	Page 18 – reference to HTTP ports – see note above – which is right Page 33 – new error codes – did these come through a request or are they in response to EII stds? We need to be able to justify the additions.
OK	Appx A Ref guide HTTP, 'syntax information . . . ', deletion of the url makes sense, but reference to RFC should be preceded by something like the 'W3C published protocols' or something so that ignorants (like myself) will know what this means.
Defer	Page 16 - Teresa thinks that where we removed EDI/EDM and replaced it with just EDM should be EDI/FF EDM (3 places)
Tech writers	PGP Software – fix font so that it matches
Defer	Tab 9 – Interactive FF/EDM Paragraph 4 – after first sentence insert: "While GISB has set no standards on how this should be accomplished,, an example . . . " Change "Also," to "As another example,"
OK	Related Stds section – change this section – in all tabs (it wasn't in tab 6), to list the standard numbers that pertain to this section. Otherwise keeping the two locations for the stds in sync will be a nightmare.
Defer	Flow Diagram – text should be softened a little to emphasize that this is not a standard, but a 'for instance'?
Defer	Specification, the parts of a page thru Matrix area This section is interpreting the standard. Pull this section and be more generic up front
Defer	Page Format - delete the first sentence. It interprets the stds – or remove this section and page functions, also.
OK	File Creation – replace references to s27, etc with real stanard numbers. Ditto on "assigging data element values"
Defer	Pre-validations This text implies GISB std messages that do not exist. Delete the sentence that begins "It could also be . . . " and at the end of the next sentence add "or unrecognizable format" inside the parens.
Mine are OK - may need to send original docs to tech writers	Examples Work on making the 'pasted' pictures readable.
OK	Security Put in GISB std numbers
OK	Tab 7 – Informational Postings Related Stds – use list of applicable stds
OK	The technical characteristics need to be kept in the Appendix. Two reasons – One, they are used in two sections of this book and as a maintenance issue, should not be repeated.. Two, the standard that makes these items important refers to them as in an appendix, not in a body of text.
removed by Sylvia	If these characteristics are being updated from last years (or not), the recommendation should be clear to the EC, because there are folks who are concerned about changing this list.
removed by Sylvia	"Information Postings Web Site Developer . . . second paragraph – "Any other Web technologies . . . - Where does this

	statement come from? What you are saying is that its okay to use the non-http plug ins that are in this list (in the ports listing), but if anyone has another solution it's not okay – sounds like we're picking winners – and GISB doesn't like to do that.
OK	Flow Diagram From Keisler
Defer	Page Format Text sounds like it is interpretive. – sounds like frames and tables are the chosen solutions – lets stick to muddier text and not pick solutions.
OK	Appendices – I understand that we're deleting all of these – but we need to keep the one on the characteristics.
OK	Tab 8 – EBB/EDM What's covered Include Invoicing and cap rel, we've set a few stds there, too.
Tech Writers	Specification - oops, everywhere – make font same as in other tabs
Defer	Navigation - in EBB, the navigation doesn't have to be on the left and visible, it can be at the top of the page. This looks like its leading to imply otherwise via the extensive text and examples.
OK	Nominations Categories Fix typo of 'ling' to 'link'
Defer	The Form Bullet 3 & 4. Don't refer to brands On first one replace 'Java Objects' with 'pages/links' On second one replace 'JavaScript' with something else that doesn't pick a solution, just describes the problem
Defer	Under Security – make sure we're consistent on the Firewall language across all sections
OK	Server specs – sync up the lists
OK	Place Min config here – NO, keep it in the appendix
removed by Sylvia	ICA language – what 'standard' allows for ICA plug ins?

Other Notes

- Teresa Hess volunteered to make the necessary changes to EBB/EDM if John Tsucalas cannot do it
- Jim Keisler now is the 'keeper' of the IP/EDM document

Meeting Adjourned

The conference call was adjourned at 11:00 AM central.