

TO: Future Technology Task Force, GISB Members, EDM Task Force of the Business Practices Subcommittee, Trade Associations for Distribution to Their Members, Posting on the Home Page for Access by Interested Parties
FROM: Susan Croley, Future Technology Task Force Chair
RE: Meeting Announcement for the Future Technology Task Force November 7, 1997

The next meeting of the Future Technology Task Force will be held Friday, November 7, 1997. See the attached agenda for the scheduled times.

The meeting will be hosted by: Enron Capital & Trade Resources

Location for the meeting is: Enron Building
Suite 568, 5th floor
1400 Smith Street
Houston, Texas 77002

Visitors will have to check in at the desk in the lobby to obtain visitors badges.

Continental breakfast and lunch will be provided by Enron.

Hotel information: The Hyatt and Doubletree are within short walking distance of the Enron building.

Downtown hotels:

Doubletree (713) 759-0202

Hyatt (713) 442-8000

Lancaster (713) 228-9500

Four Seasons (713) 650-1300

Galleria area hotels:

J.W. Marriott (713) 961-1500

Doubletree at Post Oak (713) 961-9300

Doubletree Guest Suites (713) 961-9000

Westin Oaks (713) 960-8100

Westin Galleria (713) 960-8100

For more information, contact: Andy Sicignano
Enron Capital and Trade Resources
(713) 853-3142

Dress attire for the meeting will be business casual.

**Gas Industry Standards Board
Future Technology Task Force
Enron Houston, Texas
November 7, 1997 8:30am - 4:30pm
Proposed Agenda**

Teleconferencing phone number: can be obtained by contacting the GISB office at (713) 757-4175.

8:30AM Welcome

Antitrust Guidelines

Administrative:

Identification of Secretary for Minutes

Adoption of Agenda

1. Introduction of meeting participants
2. Review the minutes of the prior meeting
3. Review implementation status
4. Identify and discuss implementation issues
5. Review of November Internet "Look and Feel" Team meeting
6. Site management/procedures for normal operations
 - Review research on DNS cache refresh
 - Review draft of request for standard on EDM posting retries
 - Review draft of survey to be sent to EDM implementers on how alternative URLs are used
 - Review draft of request for standard on scheduled EDM downtime window
7. Diagnostics and troubleshooting
 - Review comments in discussion group on communications diagnostic tools and the use of a problem-determination address
8. Alternative means of communication/outages
 - Review request for standard on alternative means of electronic communication for Internet EDM
 - Review draft of revisions to EDM Standards Manual on how error notification is used
 - Review research on methods available and used for notification of EDM outages
9. Prioritization of new requests for FTTF
10. Experiences with the public Internet
11. Standards watch (XML, OBI)
12. Assignments and further research
13. Determine requirements and schedule for the next FTTF meeting

4:15 PM Summarize progress and action items

4:30 PM Adjourn

Note: Background documents for this meeting will be posted to the task force page of the GISB World-Wide Web site (<http://www.gisb.org/fttf.htm>) and should be reviewed prior to the meeting. New participants are expected to be familiar with the EDM Task Force standards and report of March 15, 1996, the Future Technology Task Force preliminary report of June 7, 1996, FERC Order No. 587, the GISB Standards adopted September 12-13, 1996, and the Future Technology Task Force Pilot Test Report of September 17, 1996. These documents can all be accessed via the

GISB Web site. Another useful source of information is the GISB Electronic Delivery Mechanism Standards manual available to GISB members only. Please refer to links under Internet "Look and Feel" Team for information on discussion about non-transactional Web site standardization.