



Gas Industry Standards Board

1100 LOUISIANA, SUITE 4925. HOUSTON, TEXAS, 77002
PHONE - (713) 356-0060, FAX - (713) 356-0067, email gisb@aol.com
HOME PAGE: www.gisb.org

January 14, 1999

TO: GISB Members, Posting on the Web Page for Interested Industry Participants
FROM: Rae McQuade, Executive Director
RE: Announcement of the EBB Internet Implementation (EII) Task Force Meeting & Revised Agenda -- January 20, 1999

The EII Task Force plans to meeting on January 20 to idscuss invoicing related standatds, invoice data ordering, invoice requests and standards related to storage. The meeting specifics are:

Date: Wednesday, January 20, 1999
Time: 8:30 a.m. to 5:00 p.m.
Location: Colorado Interstate Gas
2 North Nevada Avenue
Colorado Springs, Colorado

Members and industry participants are urged to join this task force to participate in the creation of standards for transactional web sites. The chairs of the task force are:

<u>NAME</u>	<u>COMPANY</u>	<u>PHONE</u>	<u>FAX</u>	<u>E-MAIL ADDRESS</u>
Carl Caldwell	Deloitte Consulting	713-868-5537	281-360-4902	cpcaldwe@aol.com
Mike Novak	Nat. Fuel Gas Dist.	716-857-7884	716-857-7415	novakm@natfuel.com
T. Hopkins	Enron Gas P/Ls	713-853-5818	713-853-6756	thopkins@enron.com
Dona Gussow	Florida P&L	561-625-7565	561-625-7567	dgussow@fpl.com
Paul Keeler	Burlington Resources	713-624-9268	713-624-9624	pkeeler@br-inc.com

and the GISB officers and office staff are:

<u>NAME</u>	<u>COMPANY</u>	<u>PHONE</u>	<u>FAX</u>	<u>E-MAIL ADDRESS</u>
Jim Buccigross	National Registry of CR	978-535-7500	978-535-7744	legaljb@tcapserv.com
Mike Novak	Nat. Fuel Gas Dist.	716-857-7884	716-857-7415	novakm@natfuel.com
Rae McQuade	GISB	713-356-0060	713-356-0067	gisb1@aol.com
V. Thomason	GISB	713-356-0060	713-356-0067	gisb@aol.com

A REVISED DRAFT AGENDA IS ATTACHED, ALONG WITH ASSIGNMENTS AND MEETING OBJECTIVES -- REORDERING SOME OF THE AGENDA ITEMS AND ADDING ONE ON FLAT FILE STANDARDS. The chairs reserve the right to extend hours of the meeting to ensure that agenda items are addressed. They also reserve the right to hold to the times specified in the agenda for each agenda item. In order to adhere to the times noted in the agenda for each item, comments for the record should be stated early in the addressing of each agenda item.

Rae McQuade



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EBB INTERNET IMPLEMENTATION TASK FORCE

REQUESTS FOR DEVELOPMENT TO SUPPORT THE MEETING ON JANUARY 20, 1999
OFFICES OF COLORADO INTERSTATE GAS, COLORADO SPRINGS, COLORADO

NOTE: THE CHAIRS RESERVE THE RIGHT TO ONLY DISCUSS SUBMITTED WORK PAPERS DURING THE MEETING.

BY **JANUARY 15**, VOLUNTEERS SHOULD SUBMIT ELECTRONICALLY TO THE GISB OFFICE:

- All redlined changes to the draft minutes of December 18, 1999
- All work papers describing related invoicing EII standards.
- All work papers described related storage EII standards.
- All requests related to invoicing EII standards.
- All requests related to storage EII standards.

If submitters are unable to meet the above deadlines, they are asked to bring enough copies to the meeting on January 20, 1998 for all participants **AND PROVIDE AN ELECTRONIC COPY TO GISB STAFF AT THE MEETING.**

AT CONCLUSION OF THE MEETING, THE TASK FORCE SHOULD HAVE:

- Completion of Data Groupings for invoicing related data sets.
- Completion of EII standards for invoicing and storage issues.
- Completion of EII requests for invoicing and storage issues.



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EBB INTERNET IMPLEMENTATION TASK FORCE PROPOSED AGENDA
OFFICES OF COLORADO INTERSTATE GAS, COLORADO SPRINGS, COLORADO
JANUARY 20, 1999 -- 8:30 A.M. TO 5:00 P.M.

- 8:30 a.m. 1. ADMINISTRATIVE
- Welcome
 - Antitrust
 - Attendee Roll Call
 - Adoption of Agenda
 - Review and Adoption of December 18, 1998 Minutes
- 9:00 a.m. 2. REQUESTS -- STORAGE RELATED EII REQUESTS
- 10:00 a.m. 3. EII STORAGE RELATED WORK PAPERS FOR PROPOSED STANDARDS
- 10:30 a.m. 4. IDENTIFICATION OF CHANGES TO DATA SETS FOR STORAGE
- 11:00 a.m. 5. FLAT FILE STANDARDS
- Noon LUNCH
- 1:00 p.m. 6. DATA GROUPINGS FOR INVOICING
- 3.4.1 Transportation/Sales Invoice
 - 3.4.2 Payment Remittance
 - 3.4.3 Statement of Account
 - 3.4.4 Service Requester Level Charge/Allowance Invoice
- 2:00 p.m. 7. REQUESTS -- INVOICING RELATED EII REQUESTS
- 3:00 p.m. 8. EII INVOICING RELATED WORK PAPERS FOR PROPOSED STANDARDS
- 4:00 p.m. 9. IDENTIFICATION OF STANDARDS TO SEND OUT FOR COMMENT
- 4:30 p.m. 10. REVIEW OF MEETING DATES TO DETERMINE IF OTHER DATES SHOULD
BE CANCELLED
- 5:00 p.m. ADJOURN

At the conclusion of this meeting all invoicing and storage issues should have been addressed by the EII Task Force.