



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

March 24, 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 & Agenda
-- April 26, 1999
REVISED AGENDA

The EII Task Force plans to meeting on Monday, April 26 to discuss remaining capacity release related standards and begin discussions on contracts.

The meeting specifics are:

Date: Monday, April 26, 1999
Time: 8:30 a.m. to 5:00 p.m.
Location: Duke Energy
5400 Westheimer Court
Houston, Texas

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 draft agenda is attached, along with assignments and meeting objectives. 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 OF WORK PAPERS
TO SUPPORT THE MEETING ON APRIL 26, 1999
OFFICES OF DUKE ENERGY, 5400 WESTHEIMER COURT, HOUSTON, TEXAS

NOTE:

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

BY **APRIL 21**, VOLUNTEERS SHOULD SUBMIT ELECTRONICALLY TO THE GISB OFFICE:

- All redlined changes to the draft minutes of April 6, 1999
- Work papers for standards for critical notices
- Data groupings and logical groupings work papers for critical notices if they are determined to be needed.
- Work papers for standards for contracts.
- Requests for contracts.

If submitters are unable to meet the above deadlines, they are asked to bring enough copies to the meeting on April 26 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 Capacity Release related standards for unsubscribed and operationally available capacity.
- **COMPLETION** of Critical Notices standards.
- EII standards for contracts.
- EII request disposition for contracts.



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EBB INTERNET IMPLEMENTATION TASK FORCE PROPOSED AGENDA
OFFICES OF DUKE ENERGY, 5400 WESTHEIMER COURT, HOUSTON, TEXAS
APRIL 26, 1999 -- 8:30 A.M. TO 5:00 P.M.

- | | | |
|------------|----|---|
| 8:30 a.m. | 1. | ADMINISTRATIVE |
| | | <ul style="list-style-type: none">• Welcome, Antitrust, Attendee Roll Call• Adoption of Agenda• Review and Adoption of April 6, 1999 Minutes |
| 9:00 a.m. | 2. | INFORMATION REQUIREMENTS SUBCOMMITTEE |
| | | <ul style="list-style-type: none">▪ EBB and FF usages for the Nomination Related and Flowing Gas Related data dictionaries. |
| 9:30 a.m. | 3. | CAPACITY RELEASE |
| | | <ul style="list-style-type: none">▪ Outstanding work papers not completed from the April 6 meeting▪ Other unfinished work on capacity release presented at the April 6 meeting |
| 10:30 a.m. | 4. | CRITICAL NOTICES - REQUESTS |
| | | <ul style="list-style-type: none">▪ Transferred from the Business Practices Subcommittee▪ Submitted to EII related to Critical Notices |
| 11:00 a.m. | 5. | CRITICAL NOTICES - WORK PAPERS |
| | | <ul style="list-style-type: none">▪ Work papers for Critical Notices |
| Noon | | Lunch |
| 1:00 p.m. | 6. | CONTRACTS - REQUESTS |
| | | <ul style="list-style-type: none">▪ Requests submitted to EII regarding contracts▪ Requests transferred from the Business Practices Subcommittee |
| 2:30 p.m. | 7. | CONTRACTS - WORK PAPERS |
| | | <ul style="list-style-type: none">▪ Work papers on proposed definitions, principles and business practice standards▪ Work papers on proposed transactions and data elements |
| 4:30 p.m. | 8. | Identification of standards to send out for comment & review of meeting dates, |
| 5:00 p.m. | | ADJOURN |

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