



Gas Industry Standards Board

1100 LOUISIANA, SUITE 4925. HOUSTON, TEXAS, 77002
PHONE - (713) 757-4175, FAX - (713) 757-2491, email gisb@aol.com
HOME PAGE: www.gisb.org

August 17, 1998

TO: GISB Members, Posting on the Web Page for Interested Industry Participants
FROM: Rae McQuade, Executive Director
RE: Announcement of the EBB Internet Implementation Task Force Meeting & Agenda

The EBB Internet Implementation Task Force meeting is scheduled for August 21, from 8:30 a.m. to 5:00 p.m., in Houston, hosted by Dynegy at 1000 Louisiana Street. 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
Tammy 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:

Rae McQuade	GISB	713-757-2283	713-757-2491	gisb1@aol.com
V. Thomason	GISB	713-757-4175	713-757-2491	gisb@aol.com
Mike Bray	Duke Energy	713-627-5301	713-989-3166	mdbray@duke-energy.com
Jerry Hahn	Texaco	713-752-7769	713-752-4026	hahnge@texaco.com

I look forward to your participation on August 21 as we continue to define the standards needed for transactional web sites and for EDI. The agenda, requests for strawmen and work products with deadlines for the work products to be forwarded to the GISB office, and the expected results from the August 21 meeting are attached.

Rae McQuade



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EBB INTERNET IMPLEMENTATION TASK FORCE
HOSTED BY DYNEGY, 1000 LOUISIANA, HOUSTON, TEXAS
REQUESTS FOR STRAWMEN DEVELOPMENT TO SUPPORT THE MEETING
TO BE HELD ON
AUGUST 21, 1998 -- 8:30 A.M. TO 5:00 P.M.

BY THE END OF BUSINESS **TUESDAY, AUGUST 18**, ALL REDLINED CHANGES TO THE DRAFT MINUTES OF AUGUST 13 AND 14 SHOULD BE ELECTRONICALLY FORWARDED TO THE GISB OFFICE.

BY NOON **THURSDAY, AUGUST 20**, VOLUNTEERS SHOULD SUBMIT ELECTRONICALLY TO THE GISB OFFICE:

- Additional proposed global web site standards for consideration, identified by category: access, navigation, content, upload/download, other.
- Any substantive language changes to the Camel model item nos. 31 through 48 for consideration by the EII task force.
- Proposed rewrites for GISB Standard No. 4.2.8
- Models for consideration similar to the Pipeco Demonstration developed by Duke Energy. The models need not be electronic, they can be presented on paper. The paper copy should be electronically forwarded to the GISB office, or the GISB office should be notified that a presentation will be made. The chairs encourage individual companies and groups of companies to collaborate on proposals. Previous task forces have benefited from this type of offline effort.
- Proposed nomination web page standards. The chairs encourage individual companies and groups of companies to collaborate on proposals. Previous task forces have benefited from this type of offline effort.
- Proposed flat file standards for nominations. The chairs encourage individual companies and groups of companies to collaborate on proposals. Previous task forces have benefited from this type of offline effort.
- Proposed recommendations regarding the nominations related survey items. Companies who submitted survey items should be aware that the EII task force will be evaluating the survey items and will be asking companies to submit "GISB Request for Standards" for the survey items before the EII task force will act. Companies should identify on the "GISB Request for Standard" form that the request is associated with EII task force.

If submitters are unable to meet the above August 20 deadline, they are asked to bring enough copies to the meeting on August 21 for all participants and provide an electronic copy to GISB staff at the meeting.



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HOSTED BY DYNEGY, 1000 LOUISIANA, HOUSTON, TEXAS
PROPOSED AGENDA

AUGUST 21, 1998 -- 8:30 A.M. TO 5:00 P.M.

- 8:30 a.m. 1. Administrative
- Welcome
 - Antitrust
 - Attendee Roll Call
 - Adoption of Agenda
 - Adoption of Minutes of August 13 & 14, 1998
- 8:45 a.m. 2. Demonstration of the Pipeco Strawman.
- This is a 15 minute presentation to further the understanding of the participants regarding the proposed standards outlined in the Camel model which will be discussed in agenda item nos. 3 through 7
- 9:00 a.m. 3. Identification, Discussion and Vote on Recommended Standards for content/format.
- Content/Format (item nos. 31-35 of the Camel Model)¹
 - Other Content/Format Items
- 9:50 a.m. 4. Identification, Discussion and Vote on Recommended Standards for upload/download.
- Upload/download (item nos. 36-39 of the Camel Model)²
 - Other Upload/Download Items
- 10:30 a.m. 5. Identification, Discussion and Vote on Recommended Standards for other items.
- Item nos. 41, 47 and 48 of the Camel Model³
 - Other Items
- 11:00 a.m. 6. Other standards to be considered for access, navigation, content, upload/download, and other categories
- Identification of other categories
 - Review of proposed standards by category
- Noon LUNCH SERVED

¹ As stated in the Camel model, page nos. 27 - 29 of the June 1 report to the Board of Directors

² As stated in the Camel model, page no. 29 of the June 1 report to the Board of Directors

³ As stated in the Camel model, page nos. 30-31 of the June 1 report to the Board of Directors



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|------------|-----|---|
| 12:45 p.m. | 7. | Rewrite of GISB Standard No. 4.2.8 |
| 1:00 p.m. | 8. | Time frame for contracts development |
| 1:15 p.m. | 9. | Questions and Answers on the Pipeco Model, with specific identification of the following aspects of the model: <ul style="list-style-type: none">▪ Access▪ Navigation▪ Content Area▪ Upload/Download▪ Nominations Specifics |
| 1:45 p.m. | 10. | Demonstration of other models, with specific identification of the following aspects of the models |
| 2:15 p.m. | 11. | Review of survey items related to nominations business function and determine course of action for the items. |
| 3:30 p.m. | 12. | Review of additional standards needed for nominations transactional web pages |
| 4:30 p.m. | 13. | Review of additional standards needed for nominations flat files. |
| 5:00 p.m. | 14. | Meeting Adjournment. |

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

- A completed body of recommended global standards which would apply to all business functions including nominations.
- An understanding of the web site models for nominations.
- A preliminary determination of the course of action to be taken regarding the nominations survey items.
- An incomplete body of standards for nominations related transactional web pages.
- An incomplete body of standards for nominations related flat file downloads.