



# 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 September 3 from 1:00 p.m. to 5:00 p.m. and on September 4, from 8:30 a.m. to 5:00 p.m., in Houston. The hosts will be identified and notice sent out shortly. Members and industry participants are urged to join this task force to participate in the creation of standards for transactional web sites and needed modifications to existing EDI data sets. Specifically, submitters of survey items related to nominations are urged to attend as their survey items are to be addressed during this meeting. The agenda is attached, and ***the chairs reserve the right to re-order the agenda items depending the degree of consensus that was reached off-line prior to the meeting. These agenda items will receive priority over others for which there was less consensus reached off-line.***

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	gisb@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 September 3 & 4 meeting are attached.

**Rae McQuade**



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EBB INTERNET IMPLEMENTATION TASK FORCE  
REQUESTS FOR STRAWMEN DEVELOPMENT TO SUPPORT THE MEETING  
TO BE HELD ON SEPTEMBER 3 & 4, 1998 IN HOUSTON

BY THE END OF BUSINESS **FRIDAY, AUGUST 28**, ALL REDLINED CHANGES TO THE DRAFT MINUTES OF AUGUST 20 SHOULD BE ELECTRONICALLY FORWARDED TO THE GISB OFFICE.

BY THE END OF BUSINESS **MONDAY, AUGUST 31**, VOLUNTEERS SHOULD SUBMIT ELECTRONICALLY TO THE GISB OFFICE:

- Rewrite of item no. 48 from August 20 meeting
- Additional proposed global web site standards for consideration, identified by category: access, navigation, content, upload/download, other.
- Proposed rewrites for GISB Standard No. 4.2.8 (S. Munson)
- 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 off-line 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 off-line 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 off-line 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 31 deadline, they are asked to bring enough copies to the meeting on September 3 for all participants and provide an electronic copy to GISB staff at the meeting.



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EBB INTERNET IMPLEMENTATION TASK FORCE  
HOUSTON, TEXAS  
PROPOSED AGENDA

SEPTEMBER 3, 1998 -- 1:00 P.M. TO 5:00 P.M.

- 1:00 p.m.      1.      ADMINISTRATIVE
- Welcome
  - Antitrust
  - Attendee Roll Call
  - Adoption of Agenda
  - Adoption of Minutes of August 20, 1998
- 1:15 p.m.      2.      RECOMMENDED STANDARDS Remaining FROM PREVIOUS MEETINGS  
Item Nos. 34.4, 39, 48, 4.3.a, 4.3.b  
4.1.x    Abbreviations for Navigational Links
- 2:30 p.m.      3.      OTHER RECOMMENDED STANDARDS
- Submitted by parties by August 31 to the GISB office for posting
  - to be considered for access, navigation, content, upload/download, and other categories
  - Submissions from Enron (Ms. Eckels)
  - Submissions from other companies
- 4:30 p.m.      4.      REWRITE OF GISB STANDARD NO. 4.2.8
- Submitted by parties by August 31 to the GISB office for posting
- 4:45 p.m.      5.      TIME FRAME FOR CONTRACTS DEVELOPMENT
- Submitted by parties by August 31 to the GISB office for posting
- 5:00 p.m.      6.      ADJOURN



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EBB INTERNET IMPLEMENTATION TASK FORCE  
HOUSTON, TEXAS  
PROPOSED AGENDA

SEPTEMBER 4, 1998 -- 8:30 A.M. TO 5:00 P.M.

- 8:30 a.m.      7.      ADMINISTRATIVE
- Welcome
  - Antitrust
- 8:45 a.m.      8.      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.
- Questions and Answers on the Pipeco Model, with specific identification of the following aspects of the model:
- Access , Navigation, Content Area, Upload/Download Nominations Specifics
- 9:15 a.m      9.      DEMONSTRATION OF OTHER MODELS
- Submitted by parties by August 31 to the GISB office for posting
  - to be considered for access, navigation, content, upload/download, and other categories
- 10:00 a.m.     10.     Review of survey items
- Related to nominations business function and determine course of action for the items.
  - Work papers will be posted by August 31 - survey listing of nominations related items, information tables
  - The items will be reviewed for applicability and determination made on how to address each item.
  - The information tables will be reviewed for applicability to web site transactions.
- LUNCH                    (Will be served during agenda item 10)



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- 2:30 p.m.      11.      Review of additional standards needed for nominations transactional web pages
- Submitted by parties by August 31 to the GISB office for posting
  - Consideration of item 35:  
Standards for placing data elements on the Nominations related Web pages for the PATHED model:  
Transactional Web pages displaying or allowing input for receipt/delivery data elements should display receipt data elements on the left and the corresponding delivery data elements on the right.  
Allow multiple nominations to be entered and/or displayed on each Web page.
- 3:30 p.m.      12.      Review of additional standards needed for nominations flat files.
- Submitted by parties by August 31 to the GISB office for posting
- 5:00 p.m.      13.      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.
- A completed body of standards for nominations related transactional web pages.
- A completed body of standards for nominations related flat file downloads.