



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

September 21, 1998

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

The EBB Internet Implementation Task Force is scheduled to meet on October 1 & 2, from 8:30 a.m. to 5:00 p.m., in San Antonio, at the Marriott Riverwalk Hotel, 711 East Riverwalk Street. The Marriott Riverwalk Hotel is a few blocks from the Menger Hotel, where the Annual Meeting is being held. The phone number for the Marriot Riverwalk Hotel is (210) 224-4555. 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 |

A draft agenda is attached, along with assignments and meeting objectives.

Rae McQuade



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EBB INTERNET IMPLEMENTATION TASK FORCE

REQUESTS FOR DEVELOPMENT TO SUPPORT THE MEETINGS ON OCTOBER 1 & 2
MARRIOTT RIVERWALK HOTEL, 711 EAST RIVERWALK STREET, SAN ANTONIO, TEXAS.

BY THE END OF BUSINESS **THURSDAY, SEPTEMBER 24**, ALL REDLINED CHANGES TO THE DRAFT MINUTES OF SEPTEMBER 17 & 18 SHOULD BE ELECTRONICALLY FORWARDED TO THE GISB OFFICE.

BY THE **ITALICIZED BOLDED DATE**, VOLUNTEERS SHOULD SUBMIT ELECTRONICALLY TO THE GISB OFFICE:

- Work papers from Future Technology Task Force regarding issues transferred to them from EII Task Force by **September 25**.
- ***Work papers from interested parties regarding proposed standards associated with recommended standard 4.3.A/L addressing new transaction sets by September 28.***
- ***Work papers from interested parties regarding contact information (see September 17 & 18 minutes) by September 28. ANR offered to prepare one work paper.***
- ***Work papers from interested parties regarding additional standards for header, detail and ordering of data in the content area for nominations related activities by September 28.***
- Interested survey respondents that have determined in light of the meeting minutes of September 4 regarding recommended standard no. 52 that a item requires GISB standardization should provide requests for standards development or modification on the normal GISB detailed form by **October 1**.

If submitters are unable to meet the above deadlines, they are asked to bring enough copies to the meeting on October 1 & 2 for all participants and provide an electronic copy to GISB staff at the meeting.

NOTE: The GISB office will be closed on September 28 through September 30 as all GISB staff will be in attendance at the Annual Meeting in San Antonio. Please forward your documents electronically so that they may be posted for the upcoming meetings.



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EBB INTERNET IMPLEMENTATION TASK FORCE

MARRIOTT RIVERWALK HOTEL, 711 EAST RIVERWALK STREET, SAN ANTONIO, TEXAS.

PROPOSED AGENDA

OCTOBER 1, 1998 -- 8:30 A.M. TO 2:30 P.M.

- | | | |
|--------------------|----|---|
| 8:30 a.m. | 1. | ADMINISTRATIVE |
| | - | Welcome |
| | - | Antitrust |
| | - | Attendee Roll Call |
| | - | Adoption of Agenda |
| | - | Adoption of Minutes of September 17 & 18, 1998 |
| 9:00 a.m. & 18 | 2. | Presentation by Susan Croley on the open issues identified from September 17 |
| 10:00 a.m. sets | 3. | Associated Recommendation for the revised 4.3.A/L to address new transaction |
| 11:00 a.m. | 4. | ANR Proposal on Contact Information |
| 11:30 a.m. | | LUNCH |
| 1:00 p.m. | 5. | Revisit recommended standards for trademark, copyright and other legal considerations |
| 1:30 p.m. | 6. | Additional Standards for header, detail and nominations related data ordering in the content area |
| 2:30 p.m. | | Adjourn |



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EBB INTERNET IMPLEMENTATION TASK FORCE

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PROPOSED AGENDA

OCTOBER 2, 1998 -- 8:30 A.M. TO 5:00 P.M.

- 8:30 a.m. 1. ADMINISTRATIVE
- Welcome
 - Antitrust
 - Attendee Roll Call
 - Adoption of Agenda
- 9:00 a.m. 6. Additional Standards for header, detail and nominations related data ordering in the content area (Continued from Previous Day)
- 10:00 a.m.. 7. Review of requests received by the GISB office from the survey respondents
- Duke Energy
 - CIG
 - Other Company Requests
- 11:30 a.m. LUNCH
- 1:00 p.m. 7. Review of requests received by the GISB office from the survey respondents (continued)
- Duke Energy
 - CIG
 - Other Company Requests
- 4:00 p.m. 8. Identify and assign remaining activities to conclude nominations efforts by October 16 [This item will be addressed no later than 4:00 p.m. irrespective of the status of agenda item 7.]
- 5:00 p.m. Adjourn



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PROPOSED AGENDA

OCTOBER 1 & 2, 1998

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

- Recommended standards for header and detail and ordering of information in the content area for nominations related activities
- Associated recommended standard to 4.3.A/L
- Resolution of issues regarding how to address contact information (within nominations related activities or as a stand-alone business function)
- Addressed those requests received by the GISB office prior to October 1.
- Activities defined such that nominations related (1.x.y) and global standards (4.x.y) will be completed by this task force on October 16.