



Gas Industry Standards Board

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January 7, 1999

TO: Posting on the home page for interested industry participants
FROM: Rae McQuade, Executive Director
RE: MEETING ANNOUNCEMENT FOR THE IMBALANCE SUBCOMMITTEE & AGENDA

The next meeting for the development of imbalance standards will be held on:

- ✓ Date: February 8, 1998
- ✓ Time: 8:30 a.m. to 4:30 p.m.
- ✓ Place: Transco Offices, 2800 Post Oak Blvd, Houston, Texas
Transco Tower, Level 5 Assembly Room
- ✓ Transco Contacts: Dale Davis (713) 215-2396
Deanna Rhoads (713) 215-3036
- ✓ Meeting Contact: Veronica Thomason (713) 757-4175

The draft agenda for the meeting is:

1. Administrative:
 - ✓ Welcome
 - ✓ Antitrust Advice
 - ✓ Roll Call
 - ✓ Adoption of Agenda
 - ✓ Adoption of Minutes from January 28, 1999
2. Drafting of Recommendations and Timing of Steps (work papers posted for January 7 meeting)
3. Data Set and Data Element Review
 - ✓ Request for Trade (modifications posted with 1/28/99 minutes, if not complete on 1/28/99 meeting)
 - ✓ Quick Response for Trade (work papers posted for 10/08/98 meeting, it may have been changed as a result of 1/28/99 meeting)
 - ✓ Request for Confirmation of Trade (work papers posted for 10/08/98 meeting, it may have been changed as a result of 1/28/99 meeting)
 - ✓ Trade Confirmation (title correction made on 10/08/98)
 - ✓ Trade Notification (work papers posted for 10/08/98 meeting)
 - ✓ Authorization for Posting Authorized Imbalances (work papers posted for 10/08/98 meeting)
 - ✓ Request for download of Authorized Imbalances (work papers posted for 10/08/98 meeting)
 - ✓ Authorized Imbalance Transmission (work papers posted for 10/08/98 meeting)
4. Next steps, next meeting and agenda
5. Adjourn

We look forward to your attendance at the meeting.