



# Gas Industry Standards Board

1100 LOUISIANA, SUITE 4925, HOUSTON, TEXAS, 77002  
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HOME PAGE www.gisb.org

October 8, 1998

**TO:** GISB Membership and posting on the home page for interested industry participants  
**FROM:** Rae McQuade, Executive Director  
**RE:** **FINAL MINUTES FOR IMBALANCE SUBCOMMITTEE OCTOBER 8, 1998 MEETING**

## I. Administrative

The meeting began at 9:00 a.m. Mr. LaTour welcomed participants to the call. Mr. Buccigross called roll and gave the antitrust advice. The agenda was adopted with changes to defer minutes adoption until after Ms. McQuade could join the call. The minutes of September 24 were adopted with changes. [Minutes review is taken out of sequence in these minutes.]

## II. Timing and Deadline Requirements

Mr. Buccigross reviewed the timing and deadline requirements issue; namely, it was proposed that there be a standardized posting deadline for imbalances, but not necessarily a standardized timeline for trading of imbalances. Mr. Hahn noted that a lack of a trading deadline could lead to situations where traders would not have enough time to effectively trade imbalances. He suggested that another standard is needed to define a minimum period of time for the trading period of ten business days. He noted that the proposed standard supported on September 24 is not sufficient:

Transportation Service Providers should post imbalances authorized for trade on or before the ninth business day.

and Mr. LaTour noted that Mr. Hahn was suggesting the following standard, to which Mr. Hahn concurred:

Transportation Service Providers should allow an authorized and posted imbalance to be traded for a minimum of 10 business days.

There was concern raised that a trading window would affect the invoicing cycle, accounting closing dates and dates for processing cash-outs. Several pipelines on the call that currently support imbalance trading noted that a definition of a trading window could detrimentally affect the procedures and services that they currently offer their customers. Others noted that a more reasonable trading window would be either five days or less.

After discussion on the merits of the proposed standards, an alternate standard was proposed:

Transportation Service Providers should allow an authorized and posted imbalance to be traded for a minimum of 5 business days.

Mr. LaTour concluded that the above standards should be reviewed by companies and should be voted on at the next meeting along with any other alternate proposals. A vote will be taken first on the ten business day followed by the five business day proposal. Mr. Gracey noted that the group should also consider a set business day by which shippers should have imbalances posted. Ms. Barnum noted that an existing proposed standard could be affected by the discussion for the timelines for authorization supported on July 24 (excerpted from the July 24 minutes):

Authorizations submitted by 11:30 a.m. central clock time, and received by the TSP not later than 11:45 a.m. central clock time, would be effective for postings not later than 5:00 p.m. central clock time the following business day.

This would also be addressed at the next meeting.



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### III. Data Elements

Mr. Buccigross reviewed the Request for Imbalance Trade data set, and any changes made in the meeting are reflected in the attached table, including the comments. When completed, the table will be forwarded to Information Requirements as work papers from the Imbalance Subcommittee. For the Request for Imbalance Trade data set, significant time was spent on the usage of the data elements. Any changes discussed in the meeting are reflected in the table. The Request for Imbalance Trade is from the perspective of the initiator of the document. Some of the data elements as a result were deleted from the data. Changes included: Contact Person (TSP) was deleted, the usage for Contact Person (Initiating Trader) was defined to 'MA', and Contact Person (Confirming Trader) was deleted to be moved to Trade Confirmation. Deal Type was removed and replaced with Transaction Type, and it applies to both confirming and initiating parties. For Fuel Quantity, some pipelines do charge fuel retainage for storage, and the suggested usage is 'MA'.

### IV. Next Meetings

The attendees determined the following dates for upcoming conference calls:

Thursday, October 22	9:00 a.m. to noon
Thursday, November 12	9:00 a.m. to noon

A face-to-face meeting may be scheduled on November 2 in Houston depending on the progress made by reviewing data sets and data elements via phone conference. The meeting adjourned at 12:10 p.m.

Attachments: Request For Imbalance Trade data set, amended during the meeting  
Trade Confirmation data set, title corrected during the meeting



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## V. Attendees

	Attendee	Company	Membership
<b>Pipelines:</b>	Flo Comini	ANR	✓
	<b>Dennis LaTour<sup>1</sup></b>	ANR	✓
	Pete Howells	ANR	✓
	Cari Sloan	ANR	✓
	Sherry Wake	ANR	✓
	Bill Griffith	CIG	✓
	Betty Barnum	Duke Energy - Panhandle Eastern	✓
	Marcy McCain	Duke Energy - Algonquin	✓
	Mary Sue McNeal	El Paso Natural Gas	✓
	Laura Moseley	Enron - Northern Natural	✓
	Alice Johnson	Enron - Northern Natural	✓
	Tammy Hopkins	Enron - Florida Gas Transmission	✓
	Julie Unruh	Koch Gateway	✓
	Clorinda Smith	Koch Mistream Services	✓
	Sandra Barnett	Koch - Mobile Bay	✓
<b>Services:</b>	Mark Gracey	Tennessee Gas Pipeline	✓
	Dale Davis	Williams Gas Pipeline	✓
	Donna Scott	Enron Administrative Services	✓
<b>Producers:</b>	<b>Jim Buccigross<sup>2</sup></b>	National Registry of Capacity Rights	✓
	Tommie Hartman	Exxon	✓
<b>GISB:</b>	Jerry Hahn	Texaco	✓
	Rae McQuade	GISB Office	✓

<sup>1</sup> Chairs are indicated in bold type. Mr. Buccigross and Mr. LaTour are co-chairs. Mr. LaTour facilitated this meeting.

<sup>2</sup> Chairs are indicated in bold type. Mr. Buccigross and Mr. LaTour are co-chairs.