



# 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

November 10, 1998

**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: November 30, 1998
- ✓ Time: 9:00 a.m. to Noon Central
- ✓ Place: Teleconference. Please call the GISB office for the phone number.

The draft agenda for the meeting is:

1. Administrative:
  - ✓ Welcome
  - ✓ Antitrust Advice
  - ✓ Roll Call
  - ✓ Adoption of Agenda
  - ✓ Adoption of Minutes from November 9, 1998
2. Standards Language for Other Concepts Previously Agreed Upon (work paper to be provided by Mr. LaTour for posting prior to the meeting)
3. Data Set and Data Element Review
  - ✓ Request for Trade (modifications posted with 10/08/98 minutes)
  - ✓ Quick Response for Trade (work papers posted for 10/08/98 meeting)
  - ✓ Request for Confirmation of Trade (work papers posted for 10/08/98 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. Discussion on next meeting and agenda
5. Adjourn

We look forward to your attendance at the meeting.