

GISB Information Requirements Subcommittee Meeting
December 11-12, 2001
9:00 a.m. – 5:00 p.m.
Keyspan
Brooklyn, New York

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FINAL MINUTES

1. Introductions

- Participants introduced themselves.

2. Housekeeping

- Ms. Chezard familiarized the participants with the facilities.

3. Anti-trust Guidelines

- Ms. Davis chaired the meeting and read the Anti-Trust Guidelines to the participants.

4. Adoption of Agenda

- Agenda adopted as posted.

5. Approval of Prior Meeting Minutes.

- November 13-14, 2001
 - Minutes and attachments were adopted as amended.

6. Address Current Requests for Initiation or Enhancement of GISB Standards and items transferred from other GISB subcommittees -- Discussion, Q&A and Sense of the Room for each item. (The items will be addressed in the order listed until either all items have been addressed or we have run out of time.)

Directives Related to FERC Order 637 and 637a

- Item #8 (BPS Priority #3): Review award data set codes and structure for firm and interruptible transportation (FT and IT) reporting (Affects GISB Standard No. 5.4.3). (Relevant Minutes: BPS 7/7/00, 8/1-2/00, 8/8-9/00; IR 11/00, 12/00, 1/01, 2/01, 3/01, 4/01, 5/01, 6/01, 7/01, 8/01, 9/01, 10/01)
- Item #9 (BPS Priority #4): Accommodate visual display web pages for FT and IT reporting. (Relevant Minutes: BPS 7/7/00, 8/1-2/00; IR 11/00, 12/00, 1/01, 2/01, 3/01, 4/01, 5/01, 6/01, 7/01, 8/01, 9/01, 10/01)
 - Executive Summary (see workpaper) was reviewed – No additional changes at this time.

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- Business Process and Practices (see workpaper) was reviewed – No additional changes at this time.
- It was noted that the name of the data sets (i.e. Transactional Information – Firm Capacity) is different than the name of the category used in the modified standard 4.3.23 (adopted by the EC October 2000 for Action Item 9 – Priority 4) wherein the name is “Transactional Reporting”. Prior to the next IR meeting, participants are asked to consider changing the name of the data sets (and corresponding changes to the TIBP, etc.) to match the name of the Web site category.
- Formatting will be completed offline in preparation for vote at the January meeting.

Flowing Gas Requests






- **R96056 – Exxon**

Request: Develop a Producer Imbalance Statement. (Relevant Minutes: IR 7/97; BPS 4/9/98; IR 6/98, 7/98, 1/00, 06/01, 10/01)

- See workpaper – Producer Imbalance Statement Data set – the only changes made were formatting, typos and to put the data elements in alphabetical order.
- The TIBP was drafted based on the following assumption of the data elements: (see next page). Participants who are familiar with the use of this document are requested to review these assumptions prior to the next meeting.

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Producer		Current Month Imbalance Qty	Prior Month Imbalance	Current month total - for info purposes of example	Prior month Adjustment	Total
Completion level 1						
A	interest level	5	3	8	-2	6
Completion level 2						
A	Interest level	<u>-4</u>	<u>2</u>	<u>-2</u>	<u>1</u>	<u>-1</u>
	TOTAL	1	5	6	-1	5
						
GISB Data element		Cumulative Imbalance Quantity	Prior cumulative imbalance	N/A	Prior Period Adjustment	Cumulative Ending Imbalance Qty
Completion level 2						
B	Interest level	10	2	12	1	<u>13</u>
						<u>18</u>
						
GISB Data element						Grand Total - All TSP
Also have a subtotal at the TSP level						

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- The Sample Paper Transaction – the development of this was deferred until after completion of the data dictionary and TIBP.

Common Codes Requests

- **R97058B – TransCapacity**

Request: Add the ability to use a transportation service provider's proprietary identifier when a trading partner's D-U-N-S number has not yet been issued or may not exist. (Relevant Minutes: Common Codes Subcommittee 1/8/99, 2/5/99, 2/24/99, 3/26/99; EC 5/20/99, IR 10/09/01)

- Modified the following data sets (see attached workpapers):
 - 2.4.7 Request for Information (workpaper 15)
 - 2.4.8 Response to Request for Information (workpaper 16)
 - 2.4.9 Authorization to Post Imbalances (workpaper 7)
 - 2.4.10 Posted Imbalances Download (workpaper 8)
 - 2.4.11 Request for Imbalance Trade (workpaper 9)
 - 2.4.12 Request for Imbalance Trade Quick Response (workpaper 10)
 - 2.4.13 Withdrawal of Request for Imbalance Trade (workpaper 11)
 - 2.4.14 Request for Confirmation of Imbalance Trade (workpaper 12)
 - 2.4.15 Imbalance Trade Confirmation (workpaper 13)
 - 2.4.16 Imbalance Trade Notification (workpaper 14)
 - 3.4.1 Transportation Sales Invoice (workpaper 3)
 - 3.4.2 Payment Remittance (workpaper 6)
 - 3.4.3 Statement of Account (workpaper 5)
 - 3.4.4 Service Requester Charge/Allowance Invoice (Workpaper 4)

7. Other Business

- 2002 Meeting Schedule –

Motion: When the Information Requirements Subcommittee meeting is scheduled for the same week as the Executive Committee meeting, it will be held in the same city when possible.

Sense of the Room: 7 in favor – 0 opposed

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- 8. Future Meeting Dates and Location** – all dates and locations are tentative subject to confirmation with the GISB Office
- January 22 – 23, 2002 or January 15 – 16, 2002 in Houston @ Dynegy
 - February 19 – 20, 2002 - location to be determined
 - March 19 - 20, 2002 in Colorado Springs @ CIG

All meetings should be scheduled for 8:30 a.m.– 4:30 p.m.

- 9. Adjourn**