

Gas Industry Standards Board
Internet “Look and Feel” Team
Travis Place, 1010 Travis, Houston, Texas

Monday, March 9, 1998, 9:00 a.m. - 5:00 p.m.
Tuesday, March 10, 1998, 9:00 a.m. - 5:00 p.m.

Revised Draft Agenda

1. 9:00 a.m. Monday; Welcome
 - Antitrust Guidelines
 - Housekeeping
 - Identification of Secretary for Minutes
 - Introduction of meeting participants
 - Adoption of Agenda
 - Approval of minutes from the prior meeting
2. Review of final drafts from the Standards Language Cleanup Subgroup (Ms. Van Pelt).
3. Review of visual examples of standards implementation to be placed in the EDM Standards Manual (Mr. Tsucalas).
4. Continue discussion of IR definitions of code value descriptions for the “notice type” data element and how this relates to sub-subcategories (Ms. Scott).
5. Continue reviewing framework to draft proposed principles, definitions and standards as necessary. Any modifications, clarifications or refinements of the framework may be proposed here as well.
6. Discuss presentation of the proposed principles, definitions, standards and visual examples to the Executive Committee.
7. Tuesday, 4:45 p.m. -- Summarize progress, action items and determine agenda for next meeting.
8. Tuesday, 5:00 p.m. – Adjourn.

Note: Background documents for this meeting will be posted on the task force page of the GISB World-Wide Web site (<http://www.gisb.org/ilf.htm>).

The chairman may elect to extend the hours of the meeting on Monday, March 9th, if more time is required to complete the agenda.