



Gas Industry Standards Board

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

January 5, 1999

TO: GISB Members, Posting on the Web Page for Interested Industry Participants
FROM: Rae McQuade, Executive Director
RE: **Announcement of the Creation of and First Meeting of the Notices Task Force**

The Executive Committee created a new task force, the Notices Task Force, on December 17, 1998, to address request no. R98086. The task force reports to the Executive Committee and uses simple majority voting. The co-chairs of this task force are:

Shelley Corman	Enron Gas Pipeline Group	Phone: 713-853-7083
		Fax: 713-646-5802
		Email: scorman@enron.com
Michael Hansen	Columbia Gulf Transmission	Phone: 713-267-4221
		Fax: 713-267-4270
		Email: MRHansen@columbiaenergygroup.com

and the GISB Executive Committee officers and office staff are:

Chairman	Jim Buccigross	National Registry of Cap.R.>	Phone: 978-535-7500
			Fax: 978-535-7744
			Email: legaljb@tcapserv.com
Vice Chairman	Mike Novak	National Fuel Gas Distribution	Phone: 716-857-7884
			Fax: 716-857-7415
			Email: novakm@natfuel.com
Exec. Director	Rae McQuade	GISB	Phone: 713-757-2283
			Fax: 713-757-2491
			Email: gisb1@aol.com
Exec. Assistant V.	Thomason	GISB	Phone: 713-757-4175
			Fax: 713-757-2491
			Email: gisb@aol.com

The first meeting of this task force is scheduled for January 25, from 1:30 p.m. to 5:30 p.m. Members and industry participants are urged to join this task force to participate in the creation of standards for notices. The meeting specifics are:

Date:	Monday, January 25, 1999
Time:	1:30 p.m. to 5:30 p.m.
Location:	Columbia Gulf Offices 2603 Augusta Drive (Augusta at Westheimer) Houston, Texas

A draft agenda is attached, along with assignments and meeting objectives. The chairs reserve the right to extend hours of the meeting to ensure that agenda items are addressed. They also reserve the right to hold to the times specified in the agenda for each agenda item, when times are specified.

Please join me in thanking the chairs for volunteering to lead this important effort, and join us on January 25 as we begin to define the standards needed for notices.

Rae McQuade

cc: Jim Buccigross
Mike Novak
Dennis Holbrook



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NOTICES TASK FORCE PROPOSED AGENDA

COLUMBIA GULF TRANSMISSION OFFICES, 2603 AUGUSTA, HOUSTON, TEXAS

JANUARY 25, 1999 -- 1:30 P.M. TO 5:30 P.M.

- 1:30 p.m.** **1. ADMINISTRATIVE**
- Welcome
 - Antitrust
 - Attendee Roll Call
 - Adoption of Agenda
- 2:00 p.m.** **2. TASK FORCE GOALS AND SCOPE**
- Review applicable FERC Order No. 587 Comments
 - Review goals and scope
(the work paper regarding scope and goals and proposed standards can be accessed from the GISB Home Page, in the "Notices Task Force" area)
 - Amend if necessary
 - Approve goals and scope (simple majority vote)
- 3:00 p.m.** **3. REQUEST NO. R98086**
- Review of Request by Submitter
(the request can be accessed from the GISB Home Page, in the "Requests for Standards" area)
 - Review and discussion of Proposed Standards
(the work paper regarding scope and goals and proposed standards can be accessed from the GISB Home Page, in the "Notices Task Force" area)
 - Amendment of Proposed Standards
- 5:00 p.m.** **4. UPCOMING MEETINGS**
- February 11 and February 24 Phone Conferences, from 9:00 a.m. to Noon Central
- 5:30 p.m.** **5. ADJOURN**

Assignments for the Meeting:

- Other work papers should be provided by January 15, 1999 for posting

At the Conclusion of the Meeting, the task force will have accomplished the following:

- Approved Scope and Goals
- General Understanding of Request No. R98086
- Review and Preparation for voting on proposed standards