



Gas Industry Standards Board

1100 Louisiana, Suite 3625, Houston, Texas 77002

Phone: (713) 356-0060, Fax: (713) 356-0067, E-mail: gisb@aol.com

Home Page: www.gisb.org

TO: Publication Process Review Task Force
Posting for Interested Industry Participants

FROM: Rae McQuade, Executive Director

RE: Draft Agenda for the Publication Process Review Task Force - September 4, 2001

DATE: August 30, 2001

GAS INDUSTRY STANDARDS BOARD

PUBLICATION PROCESS REVIEW TASK FORCE TELECONFERENCE

Tuesday, September 4, 2001 - 9:00a.m.-11:00a.m.

DRAFT AGENDA

Please plan to participate in a conference call meeting scheduled for:

Date & Time: Tuesday, September 4, 2001

9:00 a.m. - 11:00 p.m. (central time)

Phone Number: Please call the GISB Office for the conference calling number, leader and pass code

Agenda for the meeting is:

1. Administrative: Welcome, Antitrust, Attendee Roll Call, Adoption of Agenda
2. Task Force Goals and Scope
 - Review goals and scope
 - Motion from 8/23/2001 Executive Committee Meeting:
 - *Create a publication process review task force charged with examining the existing publication process and suggesting improvements to the process. The task force will report its findings to the executive committee at the Oct 2001 EC meeting and conclude its work by no later than December 2001.*
3. Review GISB Operating Practices concerning Publication
4. Identify potential deliverables
5. Develop Workplan for Task Force
6. Adopt Workplan (simple majority vote)
7. Upcoming Meetings
 - September 7, 2001 Phone Conferences, from 9:00 a.m. to 11:00 a.m. Central
8. Adjourn