

REFERENCES TO PUBLICATION DATE -
PRIOR EXECUTIVE COMMITTEE FINAL MINUTES

Note: The contents of this posting, based upon posting of EC Minutes from July 1997 through December 2000, were obtained by searching of the words 'publish' and 'publication'.

Final Executive Committee Minutes - July 10, 1997 - Pages 1,2,13,14

I. Introductory Items

Jerry Hahn welcomed the attendees and the Executive Committee members to Houston. Dennis Holbrook reviewed the antitrust guidelines. Housekeeping items and materials distributed were covered. The roll call was announced. The agenda was modified to add two items -- (1) a review of minor corrections and clarifications needed for the publication of the July 31 standards manuals and booklet, and (2) a discussion by Greg Lander of technical matters on June 12. Draft Executive Committee minutes from June 11 and June 12, 1997 were reviewed and adopted with changes.

IIA Minor Corrections

Sylvia Munson described the minor corrections which were also described as oversights. In the process of updating the Standards Booklet with the items approved by the Executive Committee and ratified by members on February 28, 1997, it has come to the GISB office's attention that three standards required corrections -- GISB Standards 2.4.6, 2.4.4, and 1.4.1. The corrected language for these standards is described in an attachment to the minutes. The Executive Committee adopted the corrections under the GISB Operating Practice for Minor Corrections and Clarifications. They will be posted in the Standards Action Bulletin as notification of the change and the industry is offered the opportunity to comment. With no adverse comments supplied, the corrections will be published in the July 31 release of the Standards Manuals and Standards Booklet.

R97103 Develop version and revision level of technology standards.

From: Future Technology Task Force

Summary: The version and revision level of technology standards adopted by GISB and referenced in GISB standards should be clearly stated in the applicable standard(s). Any implementation of GISB standards should, at a minimum, be compatible with this version. Changes to the version and revision level of open standards should be made only through the GISB standards process. Note: This refers only to technology standards formulated by other standards organizations such as the Internet Engineering Task Force and the World-Wide Web Consortium. As with other GISB standards, the referenced version and revision is considered a minimum level that must be matched in order to remain compliant. Other versions may be implemented as long as they are fully compatible with the specified version. This means that they must support all functions and features included in the version designated in the standard. Because technology and open standards are evolving quickly, there is some concern that inclusion of version information in a standard may be too restrictive. If the published version is considered a minimum as described above, this issue is mitigated. Furthermore, it will ensure that changes to the published version will only be made when that version level no longer serves the industry, either because new functionality is needed or because commercially available products are no longer functionally compatible. Such changes have industry-wide impact and may affect other standards. Therefore it is important for them to be coordinated through the standards process.

A concern has arisen over what version of an open standard (e.g., HTTP, HTML) should be used in order to be compliant with GISB standards. This principle defines a mechanism for publishing version information. Specifying this information within the applicable standards conveys important details that the

industry needs for successful and compatible implementations. In addition, it ensures that the GISB standards process will be applied to determining if and when that version should be changed. These standards will not result in incremental cost. Rather they will control costs by helping companies to implement technical standards in a more efficient and uniform fashion. Furthermore, they will ensure that versioning of open standards occupies GISB task force time only when there is a material reason to consider a change. Although technologies are evolving rapidly, there is ordinarily a period of several months during which new technologies are incorporated into commercial products, tested and deployed. It is expected that this cycle will allow sufficient time for GISB to accommodate those changes in an orderly fashion. However, circumstances could arise that might require GISB to accelerate its adoption of technology changes.

- Triage: Send to BPS. If BPS determines that GISB should specify versions and revision numbers in its technology standards, then forward to Future Technology Task Force for determination of recommended versions for each technology standard (such as PGP, RTF, HTTP, and HTML).
- Priority: September to be completed by end of year.
- EC Action: Found within scope. All 17 members voted unanimously to support Triage. It was noted that the version numbers apply to third party software referenced in GISB standards.

Final Executive Committee Minutes - August 13, 1997 - Pages 17, 29, 33

MODEL ELECTRONIC DATA INTERCHANGE TRADING PARTNER AGREEMENT

1.1. Documents: Standards. Each party may electronically transmit to or receive from the other party any of the transaction sets listed in the Exhibit(s) of the Appendix, and transaction sets which the parties by written agreement add to the Appendix (collectively "Documents"). Any transmission of data which is not a Document shall have no force or effect between the parties unless justifiably relied upon by the receiving party. All Documents shall be transmitted in accordance with the standards and the published industry guidelines set forth in the Appendix. The Appendix to this Agreement is attached hereto and made a part hereof; the Appendix and Exhibit(s) thereto hereafter are referred to as the "Appendix". In the event of a conflict between the provisions in the body of this Agreement and the Appendix, the...

3. INDUSTRY GUIDELINES: Specify all applicable published industry guidelines.

The mutually agreed provisions of this Exhibit shall control in the event of any conflict with any listed industry guidelines.

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Final Executive Committee Minutes - September 12, 1997 - Page 1

II. ANSI and DISA Issues

Ms. Harrison of Conoco presented the ANSI organization and the procedures for approval for changes to X12 standards. Group X12L represents the petroleum and utility interests, and X12J is the technical assessment group. Ms. Harrison noted that it was important for GISB to have representation at the meetings of the X12 groups where the agendas note a review of any changes

proposed by GISB. Attendance is recommended to respond to questions and represent the need for the changes as proposed by GISB. After approval by the X12 committee through the DISA secretariat, the pending standard changes are included in an X12 document which is published once per year. Every four years, the DISA approved pending changes are forwarded to ANSI for approval. User groups such as PIDX can forward proposed changes to X12, including those offered by GISB, or GISB can directly submit changes to the appropriate X12 group of ANSI.

Final Executive Committee Minutes - November 17, 1997 - Page 4

VIII. 1998 Maintenance Plan

Ms. Davis noted that in review of the maintenance plan, if some of the requests do not get completed in 1997 as expected, those requests should not be dropped. Mr. Bray responded that it was not the intention of the plan to delay or postpone requests that had been outstanding for a significant periods of time. While the plan is aggressive, it should resolve the requests planned for action with 26 remaining items by year end. Maintenance in 1998 will be directed to Flowing Gas and Invoicing issues. Deadlines for the publication of standards manuals will be reviewed in light of the activities for 1998.

Final Executive Committee Minutes - March 19, 1998 - Page 3

IV. EDM Manuals

Ms. McQuade noted that in her review of the office records, the organization failed to approve the EDM Standards Manual. The standards and reports contained within the manual had been separately approved but the convention of approving the manuals the first time that they are published did not occur for the EDM Standards Manuals. The motion was made to adopt the EDM manuals which was seconded and adopted unanimously, with 23 affirmative votes.

Final Executive Committee Minutes - May 20-21, 1998 - Page 6

IV ANSI Compliance

Mr. Wallenhorst introduced the subject. Ms. Van Pelt described the migration plan timeline. The timeline will be affected by the workload on the Technical Subcommittee. Until DISA publishes the new versions of the X12 manuals, the task force will work using the current versions available from DISA. The team will map to existing X12 documents. Ms. Breeden reviewed specific items of the plan and the interactions with the X12 committee to ensure that GISB changes are processed for adoption by DISA. The adopted changes would be reflected in the December 1998 release by DISA of version 4020 of the X12 standards manuals. The team recommended an out of cycle publication in January 1999 for the GISB invoicing standards manuals to reflect the ANSI Y2K changes, linked to the schedule from DISA for their publication. The schedule outlined links the publication of DISA to the GISB publication. They recommended a change in our publication schedule for 1999 and forward, possibly to the first quarter rather than in July.

Final Executive Committee Minutes - July 16, 1998 - Page 6

VIIIA. Minor Corrections and Clarifications

A motion was made consider Request No. R98023 as a minor correction and clarification. The Information Requirements Subcommittee would provide the code to the GISB office and the GISB Standards Action Bulletin will carry a notice that the correction will be implemented for version 1.3 of the standards manuals. As such, there is no need to delay the publication of version 1.3 past July 31. The motion was adopted unanimously. The minor corrections and clarifications addressed in the supplemental material identified by the Technical Subcommittee (two documents), and the two documents describing minor corrections and clarifications submitted from the Information Requirements Subcommittee and Future Technology Task Force distributed during the meeting were adopted unanimously by the committee. The four documents will be referenced in the GISB Standards Action Bulletin, and should be published as part of version 1.3.

Final Executive Committee Minutes - August 20, 1998 - Page 2

As a result of the above discussion, Ms. McQuade reviewed the correspondence regarding meeting scheduling difficulties. The alternatives are to identify specific days for meetings, reduce the number of days an active group can meet, reduce the number of active groups, allow for overlapping meetings. Several options were considered from postponing work in the Title Transfer Tracking Task Force, to having the Title Transfer Tracking Task Force bring forward standards in mid-September. The September schedule was discussed and will be posted alleviating most of the overlap problems. From October on, a set calendar for meetings will be published.

Final Executive Committee Minutes - December 17, 1998 - Pages 1,5

I. Introductory Items

Mr. Bray welcomed the attendees and the Executive Committee (EC) members to New York and thanked ConEd for hosting today's meeting and made introductory remarks. Mr. Holbrook reviewed the antitrust guidelines. An additional topic was added to the agenda regarding transferral of requests to other subcommittees (as part of item 6) and a discussion on versioning (after the first administrative item). Scope determinations for new request nos. R98061 through R98088 will be addressed notationally. EII (item 4) proposed standards and Title Transfer Tracking (item 2) will be addressed in reverse order. The modified agenda was adopted unanimously. The calendar for 1999 which was published in the meeting materials erroneously reported the dates for the November 1999 meeting, which is scheduled for November 11 and 12. The minutes of November 19 were modified and unanimously adopted. Roll was called.

Regarding versioning, version 1.4 should be published on July 31, 1999. Y2K issues and recommendations from the Technical Subcommittee should come forward at the next EC meeting, specifically addressing invoicing data sets for Statement of Account and Payment Remittance. The EC will determine whether to publish the Invoicing Standards Manual out of sequence for these data sets (published prior to July 31, all others published on July 31), or determine some other way to make the data sets available. GISB files final versions of ratified standards with the FERC, that are published on July 31 within a version. To help with referencing, it will be made clear in such reports that the final actions will appear in a specific version (version 1.4) by a specific publication date (July 31, 1999).

The motion was made and seconded to adopt the standards with the following changes:

- (1) s18 The effective date for implementation of the TTT standards is the later of June 2000 or eight months following the publication of the TTT standards within the applicable GISB standards manual.
- (2) Delete instructions 1 and 2.

The motion passed with eighteen votes in favor, three abstentions and one vote in opposition.

Final Executive Committee Minutes - January 21, 1999 - Pages 2,5

Since the EC is now meeting on a bimonthly schedule, requests that are received after the Triage Group has met for the upcoming meeting may be triaged after the EC meeting and EC members will be asked to vote notationally on the requests. [A schedule for when materials should be received in the GISB office for publication in the EC Book was included in the EC meeting materials and is included as an attachment to these meeting minutes -- Attachment 5.]

VIII. Transfer of Title Transfer Tracking Related Requests

Request Nos. R97019, R97043, R97049, R96025, R96048, R97048 should all be transferred to BPS. R97043 and R97049 are already to be transferred BPS as the instructions were to send the requests to BPS once the title transfer tracking effort was concluded. The motion to move the requests to BPS passed unanimously. The timing for title transfer tracking implementation was June 2000 or later. Concern was raised that the title transfer tracking standards should not be published until the implementation guides are complete to ensure that the technical aspects of the implementation do not get out of sync with the textual standards.

Final Minutes of the Executive Subcommittee Meeting – May 20, 1999 – Pages 3,6,7

The motion was then made to send Request No. R97124 back to Information Requirements Subcommittee for further work. Ms. Van Pelt noted that if the recommendation is forwarded to Information Requirements Subcommittee, it will not be published in version 1.4. Mr. Walker reviewed the voting record for Request No. R97124, which was unanimous in its support of the recommendation, and asked why the EC was overruling the subcommittee's efforts. He added that those who had objections should have been present in the meetings when the recommendation was formed. Ms. Hess noted that if the request is sent back to Information Requirements Subcommittee and the companies that have objections to the recommendation are not present, the recommendation would not change. The procedural motion to return the request to Information Requirements Subcommittee passed with twelve in favor, five opposed and one abstention.

The motion was made and seconded to adopt the following standards. They will not be ratified until all work has been done on the data dictionaries. After ratification they will be published, at the earliest in version 1.5. After discussion a revised motion was made and passed unanimously to adopt and publish P1, P2, S2 and the related standards text into version 1.4 and hold S4 for ratification until all staff work is complete. Staff work will not be complete for publication in version 1.4.

VI. 1999 Annual Plan and Subcommittee Updates

Ms. Davis updated the EC that the recommendations from the Allocation Grid Drafting Team will be distributed on June 7 for the industry comment period and considered by the EC in July with the expectation that the standards would be published in version 1.4. Ms. Scott and Ms. Munson noted that the Confirmations and Cross Contract Ranking Subcommittee timeframe for deliverables is being revised to include confirmations issues. The schedule will be presented at the July EC meeting. Ms. Hopkins noted that for the EII Subcommittee, contracts issues should be next to be addressed. This committee is significantly ahead of schedule. Its next meeting is scheduled for June 4. Ms. Unruh noted that the Common Codes Subcommittee has a meeting scheduled for June 18, with one request, Request No. R98056, outstanding. Request No. R97058B is considered complete by the Common Codes Subcommittee, and now resides in the Information Requirements Subcommittee where necessary changes to the data dictionaries to reflect common code usage is needed. These changes will not be ready for version 1.4 publication. The repository issues addressed in the Annual Plan for Common Codes are considered complete. The Imbalances Subcommittee is nearing completion on monthly imbalance standards for trading along with proposed data dictionaries to be forwarded to the Information Requirements Subcommittee. Standards will be sent out for industry comment on June 7. The subcommittee recommends that they not be published in version 1.4, as staff work on these standards will not be complete. The Information Requirements Subcommittee has a considerable backlog of items. It is working on the changes to the EII data sets --its current efforts are directed to the nominations related requests. Technical Subcommittee is also working on the EII changes to be presented at July EC meeting. The ANSI Subcommittee is preparing for the quarterly ANSI X12 meeting to be held in June. GISB will present needed changes for the nominations related standards. It was noted that the Future Technology Task Force (FTTF) is working on the EDM implementation guide changes, which will come before the EC. In addition, the FTTF will propose changes to the minimum requirements guidelines for GISB standards.

VII. Special Reports

The issue of fully staffed work, and the two work papers prepared, will be addressed in July and the issue of balanced voting will be addressed in July. For preparation, it was requested that a work paper be prepared in advance of the July meeting regarding balanced voting. On the certification program update, Ms. McQuade and Mr. Holbrook noted that they have been working on the insurance and liability issues. Ms. Munson gave an update on the publication of the version 1.4 standards manuals -- everything passed by the EC on July 15 and subsequently ratified by the membership will be included in the manuals. Code value tables will be added to the documentation. EDM books will include sections on flat files and EBBs. The over-riding goal is consistency across all GISB standards manuals, to improve the usability. Those that attend

GISB classes often comment on the need for this. She also noted that more description on the ANSI X12 enveloping will be incorporated into the related standards section.

Final Minutes of the Executive Subcommittee Meeting - July 15 & 16, 1999 - Pages 3,4,10

Ms. Hess noted that the Information Requirements Subcommittee (IR) was not given the charge to alter the usage for the EDI/EDM. While no one disagreed with the need to make the changes, Ms. Van Pelt noted that these changes could be processed through the Technical Subcommittee in time for version 1.4 **publication**, or they could be shown as final actions which would be incorporated in version 1.5.

The action was taken on the motion without the changes discussed, and it passed unanimously. The motion was made for IR and Technical Subcommittee to review the data sets sent by Transportation Service Providers in nominations (excluding GISB Standard Nos. 1.4.3 and 1.4.4), flowing gas and invoicing areas for the data elements with BC usage for conforming changes to the EBB usage recognizing that there will be shortened periods for comment, notational EC vote and shortened ratification period to allow the changes to be **published** in version 1.4. The procedural motion passed unanimously.

In discussion on the publication of version 1.4 of the standards manuals, Ms. Scott made the following motion, which was seconded by Ms. Hess:

- Delay the **publication** of the EDM book until September 30, 1999. The comment period prior to Executive Committee consideration will be two weeks.

After discussion, the motion passed 12 in favor, 3 opposed and 2 abstentions.

Final Minutes of the Executive Subcommittee Meeting - September 16, 1999 - Pages 3,6,7

After further discussion, the motion was modified to:

- Send the proposed EDM manual to the EDM Subcommittee led by Mr. Caldwell for consideration with the two sets of comments and others that may be made during the review. The subcommittee should also provide justifications for all changes made and tie them back to the existing standards or otherwise justify the changes made to the manual. The expectation is that a revised EDM manual be prepared, adopted and **published** by the end of October if feasible, but in **no event should the publication be later than the end of November**. A shortened comment period and notational EC vote will be required – with a one week period allotted for notational vote and for comment period. If notational vote is deemed infeasible by the subcommittee, it will be voted on at the November EC meeting.

The motion passed unanimously.

For the EDM Subcommittee, Mr. Caldwell noted that the group has been reconvened to address merged standards, and in particular, the request submitted by Group 8760 regarding the AS/2 standards. Meeting arrangements and an agenda will be made available shortly. During this discussion, it was noted that GISB needs a renewed external communications effort to dispel the many inaccuracies that are circulating in public forums (for instance, there was a recent article titled "GISB or the Internet" that was **published** when GISB began adopting Internet standards in 1995). Ideas were offered such as the creation of a white paper documenting GISB's success using the Internet, more press releases, and press releases reaching other **publications**.

Final Minutes of the Executive Subcommittee Meeting - November 11, 1999 - Page 7

Ms. Unruh made the following motion (CXKR-3), which was seconded by Mr. Griffith to adopt the standards as proposed by the pipeline segment in its comments (**published** in the EC material for the meeting):

Final Minutes of the Executive Subcommittee Meeting - February 10, 2000 - Page 2

After a break and further discussion, Mr. Caldwell restated the motion as "Modify the EDM Standards manual, Appendix C, to reflect that the minimum version of JDK to be used by parties developing Customer Activities Web sites should be 1.2.X." Mr. Keeler as seconder agreed to the restatement. It was noted that both the EDM Subcommittee for business issues and the FTF for technical issues should be involved in the drafting of the recommendation. After further discussion, Mr. Caldwell withdrew his motion and Ms. McVicker made the following motion that: "Versioning should be discussed in the interoperability action item in the Annual Plan, and all versioning be resolved and the resolution included in the **publication of version 1.5** of the GISB standards." Ms. Hess seconded the motion. In discussion, it was noted that both the EDM Subcommittee for business issues and the FTF for technical issues should be involved in the drafting of the recommendation. The motion was adopted unanimously.

Final Minutes of the Executive Subcommittee Meeting – April 13, 2000 – Pages 4,5

[Out of Order – Discussed directly after lunch.] **Ms. Hess discussed the publication of the next version of GISB standards.** Ms. Hess made the following motion seconded by Ms. Davis: "The next publication of the GISB standards books will be postponed until after the scheduled July 31 publication date. The new publication date will be determined after the EC reviews the work plan provided by the Order No. 637 GISB Action Subcommittee." The motion passed unanimously.

Final Minutes of the Executive Subcommittee Meeting – June 15, 2000 – Page 5

Discussion: Mr. Shahan presented the recommended guidelines. The vote is a "17/2" super majority vote. NGPL's comments were reviewed. Ms. Van Pelt noted that she was in support of NGPL's comments with the exception of requiring sites to include a link for downloading the PDF reader plug-in. Mr. Spangler noted that the operating system Windows 95 should not be taken off the list as it is still generally used. He added that the "generally available" language is too vague. Mr. Caldwell noted that "generally available" is to accommodate the time cycle of GISB adopting standards, **publishing those standards** and then possibly being cited in FERC orders. Ms. Munson noted that the language was also to prevent a maintenance problem. She also recommended changes to the recommendation. Mr. Whatley noted that this is a minimum set of characteristics and a suggested set of characteristics.

Final Minutes of the Executive Subcommittee Meeting – August 24, 2000 – Pages 12,13

Ms. Davis raised the issue of request no. R99033, and the standards related to the request that were recently ratified. She noted that when the standards were approved, they were not fully staffed. She added that they went out for ratification because the EC did not specify that they should not be ratified until the request had been processed through IR and Technical Subcommittees. As such **she requested that the standards not be published until the implementation standards (IR and Technical) are completed.** She noted that this was the intent of the BPS.

Motion: The motion was made by Ms. Davis and seconded by Ms. Hess that **the ratified business practices standards related to request no. R99033 should not be published until the implementation standards are complete and the recommendation is considered fully staffed, approved by the EC and ratified.**

Discussion: Mr. Novak noted that it is important that the full staffing should happen quickly so that this practice of delaying **publication** is not abused, so that operationally available capacity is not implemented until this is **published.** Mr. Griffith responded that the requirement to post this information is a FERC requirement. The date to **publish** will be discussed at the next meeting.

Vote: The procedural motion passed unanimously.

Final Minutes of the Executive Subcommittee Meeting – September 27, 2000 – Page 2

It was noted that two of the data sets were determined to not be applicable for EDI or flat file usage specifications. Mr. Novak suggested that a designation be added where the EDI column would appear. Ms. Munson agreed and offered the language that a footnote would be added where

the EDI column would normally appear with the corresponding note that “the usages would be provided at time of **publication** of EDI/FF implementation instructions.” Mr. Scheel agreed with the changes to the motion. As part of adoption of the recommendation, the data dictionaries will be sent to the Technical Subcommittee for technical mapping to be handled in the normal course of business. The motion passed (motion 3).

Final Minutes of the Executive Subcommittee Meeting – October 12, 2000 – Page 11

In discussion on **publishing** the next release of the standards, the release will include all existing final actions, imbalance netting and trading, title transfer tracking and inclusion of the new GISB ANSI data sets. **March 31, 2001 was endorsed by the EC as the publication date** for the next release of standards. The EDD Subcommittee, Information Requirements Subcommittee and Technical Subcommittee chairs agreed that March 31 **publication date** seemed reasonable. It was also noted that March 31 would accommodate the inclusion of any changes resulting from the interoperability survey and Sandia report reviews. The imbalance netting and trading standards, once ratified, will be placed on the home page on the main page as well as in the final actions area, to answer concerns that March 31 is too late of a date to **publish** those standards.

Final Minutes of the Executive Subcommittee Meeting – December 14, 2000 – Page 2

The BPS update was presented by Ms. Van Pelt. She informed the EC that they are concluding the second round of nominations requests, after which the flowing gas requests round 2 will be addressed, expected to begin on January 4. Mr. Keisler reviewed the IR efforts to date. They are in the process of working on imbalance data sets and capacity release. The backlog is reasonable, and there are no issues outstanding for version 1.5. Capacity Release and the revised imbalance statement should be completed in time to be **published** in version 1.5.