



## Gas Industry Standards Board

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**TO:** PPRTF Chairs (Mike Novak and Leigh Spangler)  
Posting for Interested Industry Participants

**FROM:** Rae McQuade, Executive Director

**RE:** Draft Agenda for the Publication Process Review Task Force - October 19, 2001

**DATE:** October 18, 2001

**GAS INDUSTRY STANDARDS BOARD**  
**PUBLICATION PROCESS REVIEW TASK FORCE**  
**Friday, October 19, 2001 9:00 a.m. – 11:00 a.m.**

**DRAFT AGENDA**

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

**Date & Time:** Friday October 19, 2001  
9:00 a.m. - 11:00 a.m. (Central Time)

**Phone Number:** Please call the GISB office (713-356-0060) for the phone number, conference leader and pass code

**Agenda for the meeting is:**

- 1. Administrative: Welcome, Antitrust, Attendee Roll Call, Adoption of Agenda, Adoption of Draft Meeting Minutes for October 16, 2001**
- 2. Review of Existing Procedures (from 17/2 EC Vote to publication) and applicable notes for the flow chart**
- 3. Discussion of potential improvements to the process**
  - Review of revised workpaper reflecting proposed changes to the Request for Standards and / or Clarifications Log
  - Review of the format of the Final Actions.
  - Review of Standards Action Bulletin and the corresponding GISBOP
- 4. Upcoming Meetings**
  - Wednesday, October 24, 2001 Phone Conferences, from 9:00 a.m. to 12:00 p.m. Central
- 5. Adjourn**