



**GAS INDUSTRY STANDARDS BOARD**  
**Process Committee Meeting**  
**8:00 a.m. to 9:00 a.m. -- June 5, 1998**

**FINAL MINUTES**

**I. Introductory Items**

Mr. Bill Boswell welcomed attendees to the call. Mr. Dennis Holbrook gave the antitrust advice. The agenda was adopted. The minutes of April 16 were adopted with minor modifications.

**II. Proposed Voting Procedures**

The three work papers were reviewed. Discussions on the need for encouraging participation and showing commitment versus balanced voting to ensure that no segment has more weight than any other segment as a result of smaller attendance. With the voting weighted, there was debate on whether more or less recommendations would pass on to the Executive Committee depending on the use of weighted votes to make decisions. The need for a quorum was debated and the alternatives do not show quorum requirements. All alternatives allow for counting everyone's vote -- but they are weighted. For example, if 10 members of a segment vote, each vote is counted and weighted by segment. The weighted votes are totaled across segments to determine the final tally.

It was noted that voting concerns are raised relating to business practice issues rather than technical matters. A work paper was submitted relating to this issue but it was unable to be posted prior to the meeting. The question at hand is how much balance should be instilled at the subcommittee and task force level. The proposals were not intended to reduce discussion at the Executive Committee, but rather how the ideas/recommendations were forwarded to the Executive Committee. In alternative 1, the likelihood of tie votes is increased -- and if a tie occurs, both results would be reported as recommendations to the Executive Committee. It was noted that a pilot project enacting alternative 1 could be undertaken to determine how the voting mechanism would work prior to requesting action from the Executive Committee. If there is a consensus around the room, weighted voting is not needed. The current practice of minority reports would continue under any of the proposals. The Business Practices Subcommittee may need to be reformed as weighting the votes along segment lines may not work due to the nature of the topics undertaken by the Business Practices Subcommittee. Significant concerns were raised with the current voting practices at the subcommittee and task force level. The Executive Committee should determine whether a change in the voting practices should be mandated.

The motion was made that:

The current method of reporting segment checks is not adequate to inform the Executive Committee of the support for a particular proposal throughout the segments on a weighted basis. The segment check is not sufficient to accurately reflect what should be reported to the Executive Committee for action.

The vote failed.

Issues to be reported to the Executive Committee are:

1. No segment domination by virtue of meeting attendance.
2. Meeting attendees should be permitted to vote, weighted by segment.

3. The voting concerns raised pertain to business practices issues and should be addressed for those issues, not the technical matters such as the Technical Subcommittee or the ANSI Subcommittee.
4. Segments' inability to go to meetings should not affect their input into the decision making. Meeting arrangements may ameliorate this issue.
5. The alternatives do not address quorum issues - no quorum is required.
6. The procedures should encourage more give and take at the subcommittee and task force level.
7. The procedures should not cut off generation of ideas at the subcommittee and task force level.
8. Some segment representatives do attend meetings representing the whole segment.
9. ANSI accreditation could be jeopardized.

**III. Next Steps**

The results of this meeting will be reported to the Executive Committee.

**IV. Adjourn**

The meeting adjourned at 10:00 a.m.

**IV. Attendance**

			<u>Motion<sup>1</sup></u>	<u>Member<sup>2</sup></u>
<u>LDCs</u>	<u>Chair:</u>	Bill Boswell	Peoples Natural Gas	✓
<u>Pipelines</u>		Marcy McCain	Algonquin	✗
		Joe Bianchi	ANR Pipeline	✓
		Norm Walker	El Paso Natural Gas	✓
		Shelley Corman	Enron Northern Natural	abstain
		Julie Unruh	Koch Gateway	✗
		Joe Kardas	National Fuel Gas Supply	✓
		Mike Bray	Panhandle Eastern	✓
		Sandra Barnett	Mobile Bay	✓
		Kim Van Pelt	Texas Eastern	✓
		Joyce Phillips	Texas Eastern	not voting
		Betty Barnum	Trunkline	✗
		Dale Davis	Williams Gas Pipelines	✗
<u>Producers:</u>		Paul Keeler	Burlington Resources	✗
		Bob Wallenhorst	Exxon	abstain
		Jerry Hahn	Texaco	✓
<u>Services:</u>		Donna Scott	Enron Administrative Corp.	abstain
		Pete Whatley	Natural Gas Clearinghouse	✓
		Mark Scheel	NGC Corp.	✓
<u>End Users:</u>		Lee Smith	Midland Cogeneration	absent
<u>Administrative:</u>		Rae McQuade	GISB Executive Director	✓
		✓		
		Dennis Holbrook	General Counsel	

**VOTING RESULTS -- MOTION 1**

<u>Segment</u>	<u>Yes</u>	<u>No</u>	<u>Total Voting</u>	<u>Absent</u>	<u>Abstain</u>	<u>Not Voting</u>
Pipelines:	1	9	10	0	1	1
Producers:	1	1	2	0	1	0
LDCs:	1	0	1	0	0	0
End Users:	0	0	0	1	0	0
<u>Services:</u>	<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>1</u>	<u>0</u>
Total Votes	5	10	15	1	3	1

<sup>1</sup> The motion can be found in the minutes.

<sup>2</sup> Please note that those individuals signing in as non-members will have any membership benefits revoked. The non-member participant, when changing status to represent a member company at a meeting, should provide written correspondence signed by the primary voter of that member company prior to the meeting, so that his status can be changed and membership benefits reinstated.