Gas Industry Standards Board

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HOME PAGE www.gisb.org

May 26, 1998

TO: GISB Membership and posting on the home page for interested industry participants

FROM: Rae McQuade, Executive Director

RE: **FINAL MINUTES FOR THE CONTRACTS TASK FORCE FOR MTPA[1] MEETING -- MAY 26, 1998**

I. Administrative

Ms. Corman welcomed the participants to the call. Ms. McQuade gave the roll call and Ms. Corman gave the antitrust advice. The agenda was adopted. The minutes of May 11 were adopted with no changes. A consolidated list of open items will be maintained in all subsequent minutes. Ms. Corman directed the participants to the red-lined MTPA dated May 11, available on the GISB Home Page, and a work paper presented on the differences of EDI Transmission via Internet vs. VAN.

II. GISB Model Trading Partner Agreement

Ms. Corman described the differences in processing between EDI over the Internet and EDI via VANs. The work paper was reviewed which addressed the differences. The correlation of the discussion to the edits placed in Section 2.1.1 for VAN usage may be more appropriate in an Appendix because there may be different views of how a VAN can be used -- which may cause changes by trading partner. The changes were backed out and reserved for creation of an Appendix for VAN Usage.

Ms. Corman then reviewed the changes for electronic signatures, (Section 1.5) and further changes (red-lined) were made. The red-lined MTPA was reviewed beginning with page 1. Each red-lined change was reviewed for adoption or rejection, and those changes were made to the working document. Any new changes made to the document are shown in red-line in the revised working paper posted as an attachment to these minutes, and dated May 26. No vote or decision for support will be made until the full document has been reviewed. Changes that will require further work or comments made that explain the intent further are:

Open Items from May 4 Review:

1. Under recitals, line nos. 10 to 11, shown as deleted in the red-lined version were bookmarked for further discussion. (May 26 red-lined version)
2. Check references related to defintions, use of Appendix and Exhibits, and glossary for further review to be undertaken to ensure that references to Appendix and Exhibits are correct. Conforming changes may be needed.
3. The MTPA could address VANs if needed in the Appendix. The body of the MTPA addresses the Internet.
4. Section 2.2.6 should be reworded to convey that a portion of a document may be in error as well as the entire document may be in error, if known. The red-lined portions are not to be construed in this section as final, but rather as indications of changes that should be considered. (according to May 26 red-lined version).
5. There was debate on Section 2.2.7 and whether it should be deleted in its entirety. (According to May 26 red-lined version).
6. Items 13, 14, and 15 of the Exhibits should be reviewed for modifications as a result of deleting Section 2.3 -- Acceptance.

[1] MTPA -- Model Trading Partner Agreement

7. In acceptance of the deletion of Section 2.5 -- Re-transmission, Mr. Lander noted that wording in the Section 2 may need to be augmented to provide further language on the obligation for retransmission.
8. A bookmark was placed on Section 2.5 to determine if it should be deleted, or language added to the Appendix.

Open Items from May 11 Review:

1. For Section 3.1, the execution of this agreement does not indicate an obligation to enter into a transaction.
2. Enter into multiple exhibits where ISID or URL differ either above or below the transaction sets.
3. Re-transmit time is an open concept to be reviewed in the exhibit.
4. Signature Code text may be added to section 1.5 of the Agreement and Mr. Buccigross will provide the language for consideration. [DONE]
5. Mr. Loesch will review the red-line version to determine where VAN language should be added. [DONE]

Open Items from May 26 Review:

1. Work paper from Ms. Corman posted on May 26, to be corrected and posted as revised. [DONE]
2. Thirty day notice may not be sufficient for moving to a different provider specifically as it addresses VAN usage, (Section 1.2.1). This item can be addressed in the appendix for VAN usage. It was noted that 45 days may be more appropriate, while 30 days should be sufficient for Internet.
3. Review for additional appendix for the VANs.
4. Split out functional acknowledgement and responses documents section.

III. Workplan

The items on the work plan are:

1.	Complete list of desired revisions started above	April 7
2.	Start from MTPA approved in R97035 as the base document	April 21
3.	Use language from R97060 recommendation to address desired revisions.	April 21
4.	Produce red-lined MTPA	April 29
5.	Hold task force call to discuss	May 4
6.	Written changes submitted following meeting	May 5
7.	Hold task force call to discuss second version	May 11
8.	Second version red-lined, draft minutes and additional proposed language	May 18
9.	Hold task force to discuss third version	May 26
10.	Hold task force meeting to discuss fourth version	May 29
11.	Continue iterations of red-line drafts and task force calls until proposal completed	TBD[2]
12.	Decide model v. standard issues	TBD
13.	Submit to EC as recommendation to R97060	TBD

[2] TBD -- the date has not yet been determined, but all items should be resolved by June 1998.

IV. Next Meeting

The next conference call is scheduled for May 29 from 1:00 p.m. to 4:00 p.m. central. Review will begin on Section 3 of the draft dated May 26. The purpose of the call will be to review, discuss, modify and possibly approve each of the red-lined changes.

V. Attendance

Segment	Participant	Company	GISB Member
Producers:	Jerry Hahn	Texaco	✔
Services:	Barbara Gray	Enron Capital and Trade	✔
	Jim Buccigross[3]	**National Registry**	✔
	Donna Scott	Enron Administrative Corp.	✔
Pipelines:	Stephanie LeCureaux	ANR Pipeline	✔
	Catherine O'Hara	Duke - Panhandle Eastern	✔
	Shelley Corman[4]	Enron Northern Natural	✔
	Julie Unruh	Koch Gateway	✔
	Sandra Barnett	Koch - Mobile Bay	✔
	Richard Stapler	Northwest Pipeline	✔
	Charlie Bass	Tennessee Gas Pipeline	✔
	Jim Keisler	Transco	✔
	Dale Davis	Williams Gas Pipelines	✔
End Users:	Dona Gussow	Florida Power and Light	✔

[3] Mr. Buccigross is the chair of the Contracts Subcommittee.
[4] Ms. Corman is the chair of the Contracts Subcommittee MTPA Task Force.