



# Gas Industry Standards Board

1100 LOUISIANA, SUITE 4925, HOUSTON, TEXAS, 77002  
PHONE - (713) 757-4175, FAX - (713) 757-2491, email gisb@aol.com  
HOME PAGE www.gisb.org

May 29, 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<sup>1</sup> MEETING -- MAY 29, 1998**

## **I. Administrative**

Ms. Corman welcomed the participants to the call. Ms. McQuade gave the roll call and Ms. Corman gave the antitrust advice. Three work papers were posted for this call. The minutes of May 26 were adopted as modified. The agenda was adopted. Ms. Corman described the work papers: (1) the process differences between use of EDI on the Internet and use of EDI using VANs, (2) an Appendix to the MTPA for VAN usage, and (3) the red-lined MTPA splitting out the functional acknowledgments and response documents.

## **II. GISB Model Trading Partner Agreement**

Review of the MTPA dated May 26 which was one of the three work papers posted for today's meeting was reviewed for changes. The red-lined MTPA was reviewed for changes made by Ms. Corman after the May 26 call. A page by page review began with Section 3. Each red-lined change was reviewed for continued inclusion, 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 29. 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 :

1. Review the first recital -- proposed deletion of on-line transmittal.
2. Check references related to definitions, 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. Review the separate Appendix and Exhibits for VANs.
4. A bookmark was placed on section regarding retransmission to determine if it should be deleted, or language added to the Appendix.
5. For Section 3.1, the execution of this agreement does not indicate an obligation to enter into a transaction.
6. Re-transmit time is an open concept to be reviewed in the exhibit.
7. 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. This should be addressed in conjunction with the review of the Appendix and Exhibit on VAN usage.
8. Address the issue of should shipper acknowledgments exist and if so, should it be part of the MTPA.

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<sup>1</sup> MTPA -- Model Trading Partner Agreement



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## Closed Items:

1. 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. (according to May 26 red-lined version). [DONE]
2. There was debate on section on Re-transmissions and whether it should be deleted in its entirety. (According to May 26 red-lined version). [DUPLICATE]
3. Items 13, 14, and 15 of the Exhibits should be reviewed for modifications as a result of deleting Section 2.3 -- Acceptance. [DONE].
4. In acceptance of the deletion of the section on Re-transmissions, Mr. Lander noted that wording in the Section 2 may need to be augmented to provide further language on the obligation for retransmission. [DUPLICATE]
5. Enter into multiple exhibits where IS ID or URL differ either above or below the transaction sets. [DONE]
6. Signature Code text may be added to section 1.5 of the Agreement and Mr. Buccigross will provide the language for consideration. [DONE]
7. Mr. Loesch will review the red-line version to determine where VAN language should be added. [DONE]
8. Work paper from Ms. Corman posted on May 26, to be corrected and posted as revised. [DONE]
9. Review for additional appendix for the VANs. [DUPLICATE]
10. Split out functional acknowledgment and responses documents section. [DONE]

## **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. Hold task force meeting to discuss fifth version                                     | June 8           |
| 12. Hold task force meeting to discuss sixth version                                     | June 15          |
| 13. Continue iterations of red-line drafts and task force calls until proposal completed | TBD <sup>2</sup> |
| 14. Decide model v. standard issues                                                      | TBD              |
| 15. Submit to EC as recommendation to R97060                                             | TBD              |

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<sup>2</sup> TBD -- the date has not yet been determined, but all items should be resolved by June 1998.



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## IV. Next Meeting

The next conference call is scheduled for June 8 from noon to 2:00 p.m. central, and a following meeting has been scheduled for June 15 from 1:00 p.m. to 4:00 p.m. The purpose of the call will be to review, discuss, modify and possibly approve each of the red-lined changes. The MTPA will be presented in a full red-lined version and a partial red-lined version. Ms. Scott will prepare a description of open item 8.

## V. Attendance

Segment	Participant	Company	GISB Member
SERVICES	<b>Jim Buccigross</b> <sup>3</sup>	<b>National Registry</b>	✓
	Donna Scott	Enron Administrative Corp.	✓
PIPELINES	Stephanie LeCureaux	ANR Pipeline	✓
	Pier Stith	Duke - Panhandle Eastern	✓
	<b>Shelley Corman</b> <sup>4</sup>	Enron Northern Natural	✓
	Julie Unruh	Koch Gateway	✓
	Sandra Barnett	Koch - Mobile Bay	✓

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<sup>3</sup> Mr. Buccigross is the chair of the Contracts Subcommittee.

<sup>4</sup> Ms. Corman is the chair of the Contracts Subcommittee MTPA Task Force.