

MEETING AGENDA

Gas Distribution Access Rule (GDAR) Electronic Business Transactions Standards Working Group (EBTWG)

January 11, 2006 11:00am - 5:00 pm
January 12, 2006 8:30am - 2:30 pm

2300 Yonge Street – 5th Floor “Baby Board Room”

1. Introductions
 2. Administrative Issues
 - Advisory Committee Direction
 - Housekeeping
 - Minutes (proposed draft format attached)
 - Agenda
 - Issues List
 - Other
 3. Development of Project Schedule
 - Transfer Protocol (point-to-point)
 - Schemas
 - Implementation Guides
 - Milestones
 4. Revisions to Standard Document
 - “outstanding wording changes and process improvements” submitted by the Parties during comment period
 - on-going revisions to the Document
 5. New Business
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OEB GDAR EBT Standards Working Group

Information contained in working group notes represent the views of the individuals participating in the working group only, and in no way reflect official Ontario Energy Board position or opinion.

Minutes for January 11/12, 2006 – PROPOSED DRAFT

ATTENDEES: January 11, 2006 	ATTENDEES: January 12, 2006
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ADMINISTRATION		
Item	Discussion	Action Items
1. Housekeeping	<ul style="list-style-type: none"> • distribution list • confirmation of dates/times/locations going forward • conference call bridge (on request) 	
2. Minutes	<ul style="list-style-type: none"> • action items proposed (vs working documentation) • minute taker • distribution of draft minutes • finalized at next meeting • distribution of final minutes 	
3. Agenda	<ul style="list-style-type: none"> • items for next meeting to be determined at end of current meeting • discussion documents should be attached • distribution of agenda 	

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4. Issues List	<ul style="list-style-type: none"> all issues should be captured originating party should prepare discussion document, and maintain through resolution 	
ACTION ITEMS FROM LAST MEETING		
Item	Discussion	Action Items & Prime
NEW BUSINESS		
Item	Discussion	Action Items & Prime
NEXT MEETING		
Item	Discussion	Lead
Date / Logistics	<ul style="list-style-type: none"> Date: Wednesday and Thursday January 11/12, 2006 Location: Offices of OEB, 2300 Yonge St., Toronto, 5th Floor "Baby Board Room" (through the glass doors at south end of elevators) Conference Call Bridge 416-212-0400 Pass Code 6652# 	
Minute Taker	<ul style="list-style-type: none"> TBD 	
Agenda Items	<ul style="list-style-type: none"> 	