

Critical Infrastructure Protection Committee Meeting

March 22, 2007
Long Beach, CA

Meeting Minutes

A regular meeting of the Critical Infrastructure Protection Committee (CIPC) was held on March 22, 2007 in Long Beach, California. The meeting notice, agenda, and attendance list are affixed as **Exhibits A, B and C**, respectively. Meeting presentations that are publicly available may be found at: <http://www.nerc.com/~filez/cipmin.html>.

Chairman Stuart Brindley presided.

Secretary Johnson announced a quorum of 34 members of the possible number of 34 was present or represented by proxy.

- 1) David Godfrey for Mike Hyland
- 2) Clark Liu for Scott McCoy
- 3) Brian Hogue for Jean-Guy Ouimet
- 4) Robert Sypult for Bob Windus
- 5) Jack Bernhardsen for Tom Glock
- 6) Clark Liu for Scott McCoy

Antitrust Guidelines

Secretary Johnson reviewed the prohibited and permitted activities during a NERC meeting. Any questions or concerns can be addressed to Secretary Johnson or NERC counsel David Cook.

Introductions of members, alternates, associates and guests

Everyone present introduced themselves.

Logistics

The secretary reviewed the meeting arrangements, site requirements, and agenda adjustments.

Parliamentary Procedures

Secretary Johnson indicated Robert Rules of Order would be used in the conduct of the meeting, if necessary to provide structure to the debate or decision making process.

Approval of Agenda

The agenda was approved on a motion by Bob Canada, seconded and a vote of 34-0 by CIPC.

Approval of December 7, 2006 CIPC Meeting Minutes

The minutes of the previous meeting were approved on a motion by Bob Canada, seconded and a vote of 34-0 by CIPC.

Information Items

Executive Committee Update - Chairman Brindley updated CIPC on the activities of the Executive Committee since December. His power point slides are included in the meeting presentations. He discussed the February NERC Board of Trustees meeting, the work of the Partnership for Critical Infrastructure Security (PCIS), and the meetings held with government partners as the Electricity Sector Coordinating Council.

He announced Roger Lampila has agreed to serve as chair of the nominating committee, to form a nominating committee, and to assemble a proposed slate of chair, two vice chairs and four executive committee members. Chairman Brindley announced he would not be seeking another term as chairman. Vice Chairman Pat Laird then announced his upcoming retirement from Exelon and his unavailability for another term as vice chairman.

By CIPC charter, the new officers will be nominated and voted upon at the September meeting. The four new executive members will be nominated and voted on at the December meeting.

Sector Specific Plan Status - Chairman Brindley reviewed the status of the Energy Sector Specific Plan as it is moving through its final approval stages and public release. He announced the electronic ballot conducted to have CIPC endorse the draft plan failed by a vote of 20 in favor, 2 abstentions and zero negative votes. CIPC rules require a 2/3 quorum for a vote and the current membership of 34 requires 23 (22.6) votes to be cast. A vote to endorse the final plan will be conducted when the plan is released by DOE.

CIPC Work Plan 2007 - Secretary Johnson reviewed the CIPC Work Plan for 2007.

Adequate Level of Reliability - Chairman Brindley reviewed the work underway by the Operating and Planning Committees to define "Adequate Level of Reliability" in response to FERC's request to develop a clear, actionable definition.

NERC Report – Secretary Johnson gave an update on the NERC reorganization, the Situation Awareness and Infrastructure Security Work Plan for 2007, and the latest on the FERC approval process of CIP.002-009. FERC is expected to issue a NOPR this spring but the timing is unknown. He also solicited volunteers to assist NERC's Readiness Review Program Area with on site reviews of Cyber Security.

ESISAC Report - Secretary Johnson provided a review of recent ESISAC activity including recent events on the interconnections, incidents considered significant by DHS and recent exercises attended by ESISAC members.

Exercises - Ron Niebo presented reports on the Blue Cascade and Western Challenge exercises he attended in January. Both were excellent preparation for major events. He closed by discussing the planning underway for Cyber Storm 2008 which will be conducted in March 2008.

Security Operating

ESISAC Working Group - Larry Bugh updated CIPC on the work underway to create a reporting guideline for the electricity sector to replace the Indication, and Warnings Standard Operating Procedure. He expects to have a draft ready for the June CIPC meeting.

Pandemic Update - Secretary Johnson presented a brief update on pandemic planning. A discussion ensued about how to conduct survey of the electricity sector to determine our level of preparation. Several suggestions were received. A draft survey will be prepared and sent to CIPC members for their review and edit.

Risk Assessment Working Group - Ted Heller gave a report on the previous evenings meeting of the Risk Assessment Working Group. The working group discussed a new version of RAMCAP for the electricity sector and a DHS offer to fund its development. The working group also discussed the need to update the 2 year old risk assessment methodology reference document. The final item covered by Ted Heller was the need for more asset owners to join the working group.

Security Planning

Security Guidelines Working Group - Ron Niebo reviewed two updated guidelines recently approved by CIPC and updated the group on five additional guidelines in the process of updated by the working group.

Cyber Security Standards Education Team - Larry Bugh reported the Cyber Security Standards Education team is developing a recommendation for four "How" workshops to be conducted by NERC in the next six months. Comments and suggestions on the recommendation were made by numerous CIPC members. The workshops will consist of presentations by NERC members and be case studies of what is working well for entities as they move toward compliance with CIP 002-009. No vendors will be included in the workshops. More information will be issued as soon as it is available.

Control Systems Security Working Group - Linda Nappier presented two documents for CIPC approval. The first was the Top Ten Vulnerabilities of the cyber systems in the electricity sector. On a motion by Linda Nappier, a second and a 34-0 vote, it was approved. Linda announced she would be stepping down as the chair of the working group and Robin Goatey had accepted the position. Francis Cleveland informed CIPC about the IEEE wireless survey and encourages CIPC members to participate in the survey. For your convenience, that link for IEEE P1777 Wireless Survey is: <http://www.surveymonkey.com/s.asp?A=169886583E10536>.

A handout prepared by J. Weiss about NIST Cyber Standards was mentioned as being available and is posted with the other documents from the meeting.

Agency Reports

US Department of Energy - Matt Rosenbaum was present but had no report.

US Department of Homeland Security - Dan Cooler has discussed HITRAC during the ESISAC report and had nothing further to report.

Public Safety - No one present.

Federal Energy Regulatory Commission - No one present.

CIPC Charter

The process of revising and approving the NERC committee charters in accordance with direction received from the NERC Board and FERC was discussed. Bob Canada will reconvene his team to develop a revised version. CIPC members will be asked to approve the charter by an e-mail vote in mid to late April.

HSIN Tabletop Exercise

Larry Bugh, Carl Eng, Lynn Costantini and Julie Silberger conducted a carefully prepared and very valuable tabletop exercise using the under development Homeland Security Information Network (HSIN). The tabletop was preceded by several instructional power points and a simulation for everyone's participation. CIPC then separated into three groups; cyber, physical and operations which conducted their own simulations. The scenarios were very realistic and properly paced. Despite some technical glitches, the exercise was a wonderful learning experience that allowed all participants to see deeply into HSIN and judge its merits and faults. A debrief of HSIN closed out the tabletop.

Closing

Chairman Brindley closed the meeting at 4:45 pm.

Action Items

Group	Lead	Task	Date
Nominating Committee	R. Lampila	Nominate leadership slate	09/07
CIPC	S. Brindley	Vote to endorse ESSP	Unknown
ESISAC Staff	L. Bugh	Draft reporting guideline	06/07
NERC Staff	S. Johnson	Pandemic Survey	05/07
Risk Assessment WG	T. Heller	Review RAMCAP	09/07
CSSET	L. Bugh	How workshops	09/07
CIPC	R. Canada	Vote to approve Charter	04/07

Future Meetings

June 7-8, Vancouver, BC

September 27-28, St. Louis, MO

December 6-7, Orlando, FL

January 16, 2007

TO: CRITICAL INFRASTRUCTURE PROTECTION COMMITTEE
 NERC ROSTER
 OPERATING COMMITTEE
 PLANNING COMMITTEE
 REGIONAL MANAGERS

Ladies and Gentlemen:

I have listed the March 20–23, 2007 Critical Infrastructure Protection, Operating, Planning, and Committees’ meeting logistics and registration link below. The meetings will be held at the Westin Long Beach Hotel, 333 East Ocean Boulevard, Long Beach, CA 90802 (Phone: 562-436-3000, Fax: 562-436-9176).

You can click on the “details” link in the table below to access the hotel information and click on the “registration” link to register for the meetings. The schedule of meetings is attached.

You MUST respond by February 23, 2007. Only on-line registrations will be accepted.

Date & Time	Group	Staff	City	Registration Link	Details
3/21/2007: 9:00 AM - 12:00 PM	PC/OC/CIPC Joint	John Seelke Don Benjamin Stan Johnson	Long Beach	Register	Details
3/21/2007: 1:00 PM - 5:00 PM 3/22/2007: 8:00 AM - 12:00 PM	OC	Don Benjamin	Long Beach	Register	Details
3/21/2007: 1:00 PM - 5:00 PM 3/22/2007: 8:00 AM - 12:00 PM	PC	John Seelke	Long Beach	Register	Details
3/22/2007: 8:00 AM - 5:00 PM 3/23/2007: 8:00 AM - 12:00 PM	CIPC	Stan Johnson	Long Beach	Register	Details

Meeting logistics:

- o **Room Block Code: EEI/NERC CONFERENCE**
- o Room rate: \$179 single/double occupancy, \$20 additional person.
- o Room block: Nights of March 20–23, 2007
- o **Hotel cut off date: February 23, 2007**
- o Check-in: 3 p.m., Check-out: noon
- o NOTE: After the cut-off date, the hotel will release this block of rooms and only accept reservations on a space available basis at the prevailing room rate.
- o **Long Beach Airport (LGB):** Approximate driving time is 16 minutes and distance is 7 miles.
- o **Los Angeles International Airport (LAX):** Approximate driving time is 30 minutes and distance is 22 miles.
- o Dress code: Business casual

When making your hotel reservation, please be sure to mention the “EEI/NERC CONFERENCE” to get the preferred rate and ensure your reservation is credited to the NERC room block. The hotel will charge NERC a penalty if the total rooms blocked for this event are not picked up. Also, if you use a travel agency for your travel plans, please make sure the agency mentions NERC.

Please let me know if you have any questions regarding the registration process.

Sincerely,
Rocio Wong
 Rocio Wong
 Meeting Planner

Attachment

CRITICAL INFRASTRUCTURE PROTECTION COMMITTEE
 NERC ROSTER
 OPERATING COMMITTEE
 PLANNING COMMITTEE
 REGIONAL MANAGERS
 Jan. 16, 2007

CIPC, OC, & PC Meeting Schedules

(Includes other associated NERC meetings)

Monday, Mar. 19	Tuesday, Mar. 20			Wednesday, Mar. 21	Thursday, Mar. 22	Friday, Mar. 23
				RM & committee officers 7-9	OC 8-12	
				JOINT SESSION 9-12 Separate room for lunch	PC 8-12	CIPC 8-12
				OC 1-5	CIPC 8-5	
	OC EXEC 4:30-5:30	RM 4:30-7	PC EXEC 4:30-7	PC 1-5	CIPC EXEC 5-7	

Exec – Executive Committee
 Joint – Joint PC/OC/CIPC Meeting
 OC – Operating Committee

CIPC– Critical Infrastructure Protection Committee
 PC – Planning Committee
 RM – Regional Managers

TUESDAY-3/20/07

RM
 PC Exec
 OC Exec

4:30 p.m. to 7 p.m.
 4:30 p.m. to 7 p.m.
 4:30 p.m. to 5:30 p.m.

WEDNESDAY-3/21/07

RM
 Joint PC/OC/CIPC
 Joint Lunch
 OC
 PC

7 a.m. to 9 p.m.
 9 a.m. to 12 p.m.
 Noon to 1 p.m.
 1 p.m. to 5 p.m.
 1 p.m. to 5 p.m.

THURSDAY-3/22/07

OC
 PC
 CIPC
 CIPC Lunch
 CIPC Exec

8 a.m. to noon
 8 a.m. to noon
 8 a.m. to 5 p.m.
 Noon to 1 p.m.
 5 p.m. to 7 p.m.

FRIDAY-3/23/07

CIPC

8 a.m. to noon

Critical Infrastructure Protection Committee

Thursday, March 22, 2007 - 8 a.m. to 6:00 p.m.

Westin Long Beach Hotel
333 East Ocean Boulevard
Long Beach, California

(PLEASE BE PREPARED TO STAY FOR THE ENTIRE MEETING.)

Meeting Agenda

- | | |
|--|--------|
| 1. Administrative Matters | 20 min |
| a) Arrangements - Stan Johnson | |
| b) Announcement of quorum - Stan Johnson | |
| c) Procedures - Stan Johnson | |
| *d) NERC Antitrust Compliance Guidelines - Stan Johnson | |
| e) Parliamentary procedures - Stan Johnson | |
| f) Introduction of members, alternates, and associates - Stan Johnson | |
| g) Approval of agenda - Stuart Brindley | |
| *h) Approval of December 7, 2006 CIPC meeting minutes - Stuart Brindley | |
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| 2. Information Items | |
| a) CIPC Executive Committee report - Stuart Brindley | 30 min |
| 1. Board of Trustees highlights - Stuart Brindley | |
| 2. Sector Specific Plan Status - Stuart Brindley | |
| a. Metrics discussion | |
| *3. CIPC Work Plan 2007 - Stan Johnson | |
| *4. Standing Committee Coordination Group | |
| a. Define "Adequate Level of Reliability" | |
| b) NERC report - Stan Johnson | 30 min |
| *1. NERC reorganization update | |
| *2. Situation Awareness - Infrastructure Security Update | |
| 3. Standards NOPR Update | |
| a. Solicitation for Readiness Review Volunteers | |
| c) ESISAC report - Stan Johnson | 30 min |
| 1. Exercises - Ron Neibo | |
| a. Blue Cascade | |
| b. Western Challenge | |
| c. Cyber Storm 2008 | |

3. Security Operating

- a) ESISAC Working Group - Larry Bugh 30 min
 - 1. Update on Incident Reporting Guideline Development
- b) Pandemic update - Stan Johnson 30 min
- c) Risk Assessment Working Group - Ted Heller

4. Security Planning

- a) Security Guidelines Working Group - Scott McCoy 15 min
 - 1. Review guidelines votes
 - 2. Review guideline updating in process
- b) Cyber Security Standards Education Team - Larry Bugh 30 min
 - 1. "How" Workshops Update
- c) Update of Control Systems Security Working Group - Linda Nappier
 - *1. **Approval** - Top Ten Vulnerabilities
 - *2. **Approval** - Incident Response Guideline
 - 3. IEEE Wireless Survey

Note: The Top Ten Vulnerabilities and Incident Response Guideline will be posted as soon as they become available, expected March 9, 2007.

5. Agency Reports

- a) Department of Homeland Security
- b) Department of Energy
- c) Public Safety Emergency Preparedness Canada
- d) Federal Energy Regulatory Commission

6. CIPC Charter

- a) Revision Process

7. HSIN Table Top Exercise

- *a) ESISAC WG - Larry Bugh

The tabletop will be a "hands-on" exercise for CIPC members. You are encouraged to log in to HSIN-ES in advance of the meeting to get familiar with the site, its look and feel. Default passwords will be available on March 22 for attendees who have not been vetted and do not have passwords. More information is available on the attachment in the agenda packet.

8. Closing

- a) Follow-up items and future actions - Stuart Brindley 10 min
- b) Future meetings - Stan Johnson 5 min

2007

June 14–15, Vancouver, BC
September 27-28, St. Louis, MO
December 6–7, Orlando, FL

* Indicates attachment is included in agenda packet
Bolded **Approval** indicates a vote will be taken.

CIPC Meeting Attendees

March 22, 2007 Meeting

(V = voting member; P = proxy)

REPR	VOTE	POSITION	NAME	ORGANIZATION
APPA	P	Alternate:	Sandy Brewer	Texas Municipal Power Agency
APPA	P	Alternate:	Nathan Mitchell	American Public Power Assc.
		Alternate:	David Godfrey	APPA
AEP			Jerry Freese	
CEA	V	Member	Dave Baumken	CEA
	V	Member	Stuart Brindley	CEA
EEI			Laura Hussey	
NRECA	V	Member:	Barry R. Lawson	NRECA
			Brad Hyland	NRECA
			Mike Knauer	NRECA/HE
	P	Alternate:	Bob Richart	Hoosier
ERCOT	V	Member: Cybr	Jim Brenton	ERCOT
	P	Alternate:	Bill Bojorquez	CPTe
		Alternate: Phys	Lewis Griffith	CPTe
	V	Member: Oper	Steve Myers	ERCOT
FRCC		Member: Opr	Tim Rigg	Progress Energy
			Juan Quintana	FRCC
			Marty Smith	FRCC/FPL
NPCC	V	Member: Cybr	Charles E. Noble	ISO New England
	V	Member: Oper	Roger Lampila	New York ISO
		Alternate: Cybr	Brian Hogue	NPCC
MRO	V	Member:	David Batz	Alliant Energy
		Alternate: All	Clark Liu	MRO
			Mark Child	Great River Energy
RFC	V	Member: Cybr	Larry Bugh	ECAR
	V	Member: Cybr	Linda Nappier	Ameren
	V	Member: Oper	Walter A. Johnson	PEPCO
	V	Member: Oper	Eric Solberg	ATC
		Alternate: Cybr	Kurt Muehlbauer	Exelon
		Member: Phys	Michael Lynch	DTE/RF
		Member: Phys Vice Chair	Pat Laird	Exelon
	P	Alternate: Cybr	Todd Thompson	PJM
SERC	V	Member: Oper	Carl Eng	Dominion Virginia Power
	V	Member: Phys	Robert D. Canada	Southern Company Services
	P	Alternate: Cybr	Mark Engels	Dominion Virginia Power
SPP	V	Member:	Allen Klassen	SPP
SPP			Robert McClanahan	SPP
SPP	P	Alternate: Cybr	Larry Dolci	Great Plains Energy
		Alternate: Cybr	Joe Doetzi	SPP/KCPL
		Alternate: Phys	John Breckenridge	Aquila
WECC	P	Alternate: Oper	Jack Bernhardsen	APS
			James Sample	CAISO

			Robert Syput	Southern California ISO
NERC	-----	Secretary	Stanley L. Johnson	NERC
		Staff	Larry Kezele	NERC
		Staff	Scott Mix	NERC
		Staff	Lynn Costantini	NERC
		Staff	Ron Niebo	NERC
		Associate	Thomas Kropp	EPRI
GUEST				
			Dan Cooler	DHS
			Lee Hanson	Alliant Energy
			Ted Heller	Mission Assurance Division
			Robin Goatey	Ameren
			Peter Nelson	N&ST
			Mike Ginger	Ameren
			Rhett Smith	SEL
			Joe Weiss	Applied Control Solutions
			Chris Klemm	PSEG
			Rita Wells	INL
			Francis Cleveland	Xanthus Consulting
			Matt Rosenbaum	DOE
			Garill Coles	Pacific Northwest National Labs
			Kambiz Molkara	PHI
			Sherri Palmer	Compliant Solutions
			Fred Hudson	ITC
			Andrew Bartels	Aegis Technologies
			Sharon Xia	Areva T&D Inc.
			Pete Scussel	ITC
			Bob Blickensdorf	ITC
			Jacques Chevalier	Hydro-Quebec
			Allan Wick	Xcel Energy
			Clint Herbert	PG&E
			Greg Fraser	Manito Hydro
			Tom Eells	WeEnergies
			Jay Cribb	Southern Co.
			Ken Keels	SERC Staff
			Frederick LeBlanc	WAPA
			Alex Tatistcheff	IPC
			Tom Flowers	CNP
			Bob Hill	INL
			John Fridge	Reliant Energy
			Eric Scott	AECI