



# NORTH AMERICAN ELECTRIC RELIABILITY COUNCIL

Princeton Forrestal Village, 116-390 Village Boulevard, Princeton, New Jersey 08540-5731

## CRITICAL INFRASTRUCTURE PROTECTION COMMITTEE (CIPC) MEETING MINUTES

September 16, 2004  
Conference Call/WebEx

**Draft-1**

This meeting's agenda was announced via email dated September 13, 2004, (following cancellation of the September 16–17, 2004, meeting). A quorum was present for all business. The NERC Antitrust Compliance Guidelines were read. Member proxies were announced.

### Attendees

Refer to attachment to these minutes. Formal proxies are noted thereon.

To be included in draft-2.

### Presentations and Documents

The following materials are posted on the CIPC open or private files section of the NERC Internet site:  
File CIPC Confidentiality definitions:

1. Public Release: Publicly available (posting on open CIPC Internet site).
2. Electricity Sector Only: Available to CIPC members, alternates, and associates for their use including distribution at their discretion to NERC regions and Electricity Sector associations but with no further distribution (posting on CIPC Internet private files site).
3. CIPC Only: Available to CIPC members, alternates, and associates for their use but with no further distribution (posting on CIPC Internet private files site).
4. No Distribution: No further availability (will not be posted).

Topic	Presenter	Availability
CIPC Executive Committee Update	Stuart Brindley	1
HSIN (Homeland Security Information System) Update – Electricity Sector	Julie Silberger Carl Eng	2

### Future Meetings

1. Thursday (8 a.m. to 5 p.m.) – Friday (8 a.m. to noon), November 11–12, 2004; Kansas City, Missouri, (coupled with NERC standing committees).
2. Thursday (8 a.m. to 5 p.m.) – Friday (8 a.m. to noon), March 17–18, 2005; Long Beach, California, (coupled with NERC standing committees).
3. (Date to be determined) early June 2005; Washington, D.C., (possibly coupled with Department of Homeland Security (DHS) cleared briefing).
4. Thursday (8 a.m. to 5 p.m.) – Friday (8 a.m. to noon), September 15–16, 2005; Philadelphia, Pennsylvania, (coupled with AGA, EEI, NERC standing committees).

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5. Thursday (8 a.m. to 5 p.m.) – Friday (8 a.m. to noon); December 8–9, 2005; St. Petersburg, Florida, (coupled with NERC standing committees).
6. Security briefing conference calls will be conducted on first and third Fridays each month and as conditions require.
7. Activity conference calls will be conducted as required.

**Actions by Motion**

The following actions were taken at this meeting and approved by motions:

**Motion 1:** Moved: Bob Beahm; seconded; Action: passed, no dissenting votes.  
Approve minutes of the June 9, 2004, meeting, draft-2 as submitted.

**Motion 2:** Moved: Linda Nappier; seconded; Action: passed, no dissenting votes.  
Approve the Cyber Security Standard Education Team plan forward including two initial workshops.

**Motion 3:** Moved: Scott Moore; seconded; Action: passed, no dissenting votes.  
Approve the proposed definition for the term “Critical Asset” as proposed by the Control Systems Security Working Group and the Risk Assessment Working Group. This revised definition supercedes the earlier definition and will be used in NERC documents.

**Motion 4:** Moved: Tom Flowers; seconded; Action: passed, no dissenting votes.  
Approve the Security Guideline: Physical Security – Substations, version 0.6, as modified at this meeting, for submittal to the NERC Board of Trustees.

**Motion 5:** Moved: Linda Nappier; seconded; Action: passed, no dissenting votes.  
Approve the NERC recommendations to the document “21 Steps to Improve Cyber Security of SCADA Networks” for submittal to the Department of Energy (DOE), through the president of NERC.

**Follow-Up Actions**

1. Participation in the development of course content for the Cyber Security Education Workshops is requested.
2. Participation in the HSIN development pilot project is requested. Contact Lynn Costantini or Carl Eng by September 23, 2004.
3. CIPC members, alternates, and Electricity Sector associates are encouraged to assure that those personnel involved in security participate with the ESISAC. Contact ESISAC staff (609-452-1422).
4. The Critical Spares Working Group will present a revised work plan by mid October 2004.
5. A final report on the EnerNex cyber survey conducted for the DHS will be requested.
6. Participants in the conference call/WebEx meeting are encouraged to submit comments regarding value of this approach for some activity and improvements that can be made.

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(Numbers following topic are those in the meeting agenda.)

### **NERC Update (2)**

#### **CIPC Executive Committee Report (3)**

(Refer to presentation: CIPC Executive Committee Update.)

Stuart Brindley discussed his meeting with the NERC Board of Trustees, their support of the work and recognition for the efforts required by participants on the NERC committees, subcommittees, working groups, and task forces.

John Maguire was thanked for his leadership of the Standards and Guidelines Working Group; due to work commitments, he will step down from the chair of the group. Seiki Harada will assume the chair role.

The CIPC Work Flow - Security Guidelines as described in the presentation will be reviewed by the Security and Guidelines Working Group for discussion at the CIPC meeting in November 2004.

Stuart suggested that the Outreach Working Group consider developing a media awareness product that describes the CIPC work.

Interdependencies exercises are being developed for a cross-border exercise to be named Silver Links. There are learnings from the Blue Cascades exercises that will be used.

### **Outreach Working Group (4a)**

Wally Johnson and Linda Nappier presented the work of the Cyber Security Standard Education Team. The proposed plan was approved (Motion-2). Refer to the team report. Help in establishing the materials for the initial two workshops (with primary focus on the 1200 Standard) is requested. Requests have been sent to the CIPC and will be followed up.

### **Reporting Technologies Working Group (4b)**

(Refer to presentation: HSIN [Homeland Security Information System] Update – Electricity Sector.)

Carl Eng, Julie Silberger, and Lynn Costantini presented the status of the HSIN adaptation to the Electricity Sector. The existing CIP Information System will be included in HSIN. There will be rules and use procedures. The stage-2 and 3 reporting will be included. DOE Form-417 reports may be included with the goal of accumulating reporting data in one place with the understanding that reports will be routed to intended recipients only and in their own prescribed format. The goal is to reduce work load and ensure consistency and timeliness of information sharing.

Future improvements in reporting envisioned by the Reporting Technologies Working Group, the Indications, Analysis, Warnings Working Group, and the Outreach Working Group will be considered for inclusion in HSIN.

A pilot user group is being established. Operations are pretty well covered at this time; participants from Physical Security and Cyber Security are encouraged to join this effort. Contact Lynn Costantini or Carl Eng by September 23, 2004.

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### **ESISAC (4c)**

Lou Leffler reported on the recent activities of the ESISAC related to the participation with other ISACs and several government agencies regarding situational awareness related to the hurricanes. The ESISAC has established Concept of Operations for normal and emergency conditions. Those not participating in the CIP Information System (CIPIS) were encouraged to contact ESISAC Staff.

### **Standards and Guidelines Working Group (5a)**

Lynn Costantini updated CIPC on the status of the Cyber Security Standard 1300. The standard rafting team has worked hard to assure that the initial draft was posted on schedule, September 15, 2004, at:

<https://www.nerc.net/standards/ReliabilityStandards.aspx?tabindex=2&tabid=14>

In addition to the draft standard there is a compilation of FAQs that are intended to provide the rationale for standard wording. Standard 1300 is similar to Standard 1200 with expanded scope.

### **Risk Assessment Working Group (5b)**

Ted Heller reported for the working group.

The definition of “Critical Asset” proposed by both the Control Systems Security Working Group and the Risk Assessment Working Group was approved (Motion-3) as:

“Those facilities, systems, and equipment which, if destroyed, damaged, degraded, or otherwise rendered unavailable, would have a significant impact on the ability to serve large quantities of customers for an extended period of time, would have a detrimental impact on the reliability or operability of the electric grid, or would cause significant risk to public health and safety.”

The intent is for asset owners to make their own determination of those assets deemed critical without further specificity at this level. The definition will be used in NERC documents, including security standards and security guidelines. An overall NERC standards glossary will be developed.

### **Control Systems Security Working Group (5c)**

Tom Flowers presented the proposed Security Guideline: Physical Security – Substations. This was approved (Motion-4) after considerable discussion and some modifications. The version 0.7 will be prepared and presented to the NERC Board of Trustees for approval. This security guideline includes the definition of “Critical Asset” passed by the CIPC.

Linda Nappier presented the revised comments to the DOE on the document “21 Steps to Improve Cyber Security of SCADA Networks.” This was approved (Motion-5) for submittal by the president of NERC to the DOE.

Linda Nappier is seeking comments from the CIPC on the proposed Security Guideline: Patch Management.

### **Critical Spares Task Force (5d)**

Michehl Gent, president of NERC, discussed his recent meeting with the Edison Electric Institute CEOs. In dealing with threats to the Electricity Sector, the CEOs are strongly encouraging substantial increased emphasis on the critical spares project. The database will be enhanced and expanded to other equipment; more participation will be sought; policy and process will be defined. Movement beyond

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the original scope of the database to development of plans for a critical spares pool will proceed. There will be increased coordination with EPRI, EEI, and government agencies.

Mike Innocenzo, task force chair, will present a revised work plan by early October 2004.

**Department of Public Safety and Emergency Preparedness (PSEPC) (6a)**

Elizabeth Rhodenizer discussed the progress report by the joint task force on the Blackout Recommendations. The report is posted at:

<http://www.nerc.com/~filez/blackout.html>

The task force wants to collaborate with CIPC and its groups to develop the security-related recommendations. Participation is very important.

**Department of Energy Office of Energy Assurance (DOE-OEA) and R&D (6b)**

Hank Kenchington reported on the National Infrastructure Protection Plan (NIPP). He thanked those on CIPC who provided individual comments and input to the plan. Final approval, by the government via the Department of Homeland Security, of the NIPP is expected by October 29, 2004. Comments were generally consistent; many dealt with information sharing confidentiality.

A National Association of Regulatory Utility Commissioners (NARUC) Ad Hoc Committee on Critical Infrastructure report: "Model State Protocols for Critical Infrastructure Protection Cost Recovery," July 2004 was cited. This is available at:

<http://www.naruc.org/associations/1773/files/costrecovery0804.pdf>

The Idaho National Environment and Engineering Laboratory control systems test bed was formally dedicated in August 2004. The Control Systems Security Working Group is engaged.

**Infrastructure Coordination Division (ICD), Dept. of Homeland Security (DHS) (6c)**

Paul Carrier reported on the status of U.S. government security clearances for ES personnel that are currently under review. Paul will determine the availability of a document on how clearances are to be treated by the holders. For example, any foreign travel (including to Canada) must be reported to the clearance holding officer.

The Interagency Security Plan for National Security Special Events (NSSE) is being implemented.

The DHS is in the planning stages for a cleared briefing for Energy Sector (electricity, gas, oil) in December 2004. These briefings will likely be conducted two times each year.