

Meeting Minutes

Project Management and Oversight Subcommittee

August 7, 2019 | 1:00–3:00 p.m. Eastern

Introduction and Chair's Remarks

Chair C. Yeung called the meeting, a WebEx conference call, to order at 1:00 p.m. Eastern. The meeting was announced via the PMOS email distribution list on July 30, 2019 as well as being publicly posted on the www.nerc.com website. The chair provided the subcommittee with opening remarks and welcomed members¹ and guests. The secretary held roll call for members and identified other attendees that were in attendance. Those in attendance included:

Members: Charles Yeung (PMOS chair), Michael Brytowski (PMOS vice chair), Colby Bellville, Sean Cavote, Ken Lanehome, Linda Lynch, Mark Pratt, and Kirk Rosener. A quorum of voting members (i.e., eight of nine) in addition to non-voting member Amy Casuscelli.

Observers: from industry: Rachel Coyne (TRE), Kent Feliks (AEP), Rich Heidorn Jr. (ERO Insider); from NERC: Scott Barfield-McGinnis (secretary).

NERC Antitrust Compliance Guidelines and Public Announcement

NERC Antitrust Compliance Guidelines and Public Announcement were presented and reviewed by the secretary. The secretary noted the full antitrust guidelines and public announcement were provided in the agenda package to each member via email and posted on the PMOS webpage. There were no questions.

NERC Participant Policy

The secretary noted that the revised NERC Participant Policy was included in the meeting announcement and for attendees to make themselves aware of its content.

Agenda Items

1. Review of Agenda

C. Yeung reviewed the agenda with members and attendees.

2. Consent Agenda

The June 26, 2019 Meeting Minutes were reviewed, motion by K. Rosener, was properly seconded, and approved by unanimous consent.

¹ The PMOS is composed of industry stakeholders where the chair or vice chair must be a member of the Standards Committee (SC) and the SC leadership are non-voting members of the PMOS.

3. Review of Prior Action Items

S. Barfield-McGinnis reported on the following action items from the June 26, 2019 in-person meeting:

- a. Project 2016-02c, correct the Board delivery and filing date. (Complete)
- b. Project 2016-02e, update the status to archive. (Complete)
- c. Project 2018-03, update the status to archive and list the filing data in the PTS change control. (Complete)
- d. Project 2018-04, update the second Comment and Ballot (CAB#2) in the project tracking spreadsheet following the outcome of the Standards Committee (SC) meeting on June 26, 2019. (Complete)

4. Project Tracking Spreadsheet (PTS) and Project Review

- a. 2015-09 – Establish and Communicate System Operating Limits (SOL) – K. Lanehome reported NERC staff and standard drafting team (SDT) met to discuss the definition of SOL Exceedance and time line last week. They also announced that opening up TPL-001 is not an option. However, they are still working on possibly moving the requirements of FAC-015 into FAC-014 so a new standard wouldn't need to be created. A team conference call is being scheduled for later this month to continue discussions. The project remains on schedule, however, it appears the projected plan to post on August 8, 2019 would likely be delayed.
- b. 2016-02 – Modifications to Critical Infrastructure Protection (CIP) Standards – K. Lanehome and K. Rosener reported the following:
 - i. (2016-02c) CIP-002-5.1a: A formal comment period and ballot closed on July 17, 2019 and passed industry approval at 87.39%. Conference calls were held the week of July 22, 2019 for the SDT to respond to comments. A final ballot was planned for July and to deliver the standard to the Board in August; however, the posting for final ballot has been postponed. Comments from industry expressed concern about implementation from a planned change to an unplanned change. When this happens, an entity must be in compliance and the SDT is working to resolve the issue. The goal is to post for final ballot in late August.
 - ii. (2016-02d) Version 5 TAG, Cyber Asset and BES Cyber Asset (BCA) definitions, Network and Externally Accessible Devices (ESP, ERC, IRA), Virtualization, and CIP Exceptional Circumstances: The SDT had an in-person meeting in DC July 16-18. The focus was completing edits to CIP-005, definitions and the questions to be posted for the upcoming informal comment period. Supporting documents such as an updated executive summary and example documents. An informal comment period for CIP-005 and definitions will be posted the week of August 8, 2019. Once posted, the SDT will begin work on edits to CIP-007 and -010. Conforming changes to additional standards will also be required. The project is currently on schedule.

- c. 2017-01 – Modifications to BAL-003-1.1 – L. Lynch reported the following:
- Phase I (2017-01):** There was an in-person meeting the week of July 22, 2019 at the Western Area Power Administration (WAPA) offices. The Electric Reliability Council of Texas (ERCOT) recommended a significant number of changes to the “Procedure of ERO Support of Frequency Response and Frequency Bias Setting Standards” document. There will be an additional ballot for Phase I in September 2019 due to consideration of the ERCOT comments. The goal is to present to the Board for approval in November. Timeline will need to be adjusted.
- Phase II (2017-01b):** There was an in-person meeting the week of July 22, 2019 at the WAPA offices. The chair is having difficulty with in-person travel, so the team will be scheduling regular conference calls to continue revising and updating the Standard for and initial informal comment period. The initial posting date for informal comment for Phase II has yet to be determined.
- d. 2017-03 – Periodic Review of FAC-008-3 Standard – No report as the project is on hold pending the outcome of the SER project.
- e. 2017-04 – Periodic Review of Interchange Scheduling and Coordination Standards – No report as the project is on hold pending the outcome of the SER project.
- f. 2017-05 – Project 2017-05 NUC-001-3 Periodic Review – No report as the project is on hold pending the outcome of the SER project.
- g. 2017-07 – Standards Alignment with Registration – M. Brytowski reported that now that the SER filing has occurred, the standard developer has created a list to show how the number of Reliability Standards having registration issues has been reduced. The project is now active again and the team is meeting the week of August 19, 2019.
- h. 2018-03 – Standards Efficiency Retirements – M. Pratt reported that NERC is currently awaiting a FERC response on related Petitions filed by NERC on June 7, 2019. There were three filings addressing things like withdrawal, retirement, and changes to other filings.
- i. 2018-04 – Modifications to PRC-024-2 – L. Lynch reported the SDT has held several 2- to 3-hour conference calls in July and August since the last PMOS meeting to review and respond to the Standard Authorization Request (SAR) comments, modify the SAR, and to have a revised SAR ready by August 5, 2019 for submission to the SC for acceptance on August 21, 2019. The SDT has 2 four-hour conference calls scheduled in August to revise the standard based on industry feedback. The SDT is conducting a tremendous amount of industry outreach. The next in-person meeting is scheduled September 4-6, 2019 at the ERCOT office in Austin, Texas followed by a quality review of the documents. An additional in-person meeting may be required November 5-6, 2019. The SDT is planning for a 45-day additional ballot from September 13 through October 28, 2019.
- j. 2019-01 – Modifications to TPL-007-3 – M. Brytowski reported that the SDT is asking the SC to approve the initial posting during their July 24, 2019 meeting and the documents are currently posed for a 45-day formal comment period through September 9, 2019. The SDT has a 3-day

in-person meeting scheduled, September 24-26, 2019 to discuss comments from initial ballot. The project is currently on schedule.

- k. 2019-02 – BES Cyber System Information Access Management – K. Rosener or K. Lanehome reported the revised SAR was presented to the SC and accepted during their July 24, 2019 meeting. The SC was also requested to and did appoint the SAR drafting team as the SDT at the July 24 meeting. The SDT is currently meeting in the NERC Atlanta offices through August 7, 2019.
- l. 2019-03 – Cyber Security Supply Chain Risk – M. Brytowski solicited members for the project. S. Cavote volunteered to be the PMOS Liaison for the project and K. Rosener volunteered as the backup. S. Barfield-McGinnis reported that SAR and team nominations were posted through August 1, 2019.
- m. 2019-04 – Modifications to PRC-005-6 – M. Brytowski reported that nominations and a SAR are currently posted and solicited members for the project. M. Pratt volunteered to be the PMOS Liaison for the project and L. Lynch volunteered as the backup.
- n. 2019-05 – Modifications to PER-003-2 – M. Brytowski solicited members for the project C. Bellville volunteered to be the PMOS Liaison for the project and C. Yeung volunteered as the backup. S. Barfield-McGinnis reported that SAR is currently posted through August 30, 2019.

5. Other

- a. Prior to accepting volunteers and assigning PMOS Liaison(s) to Projects 2019-03, -04, and -05, there was a review and discussion of the current Liaison project burden. Also, S. Barfield-McGinnis made attendees aware of an enhancement to the “Roster” tab. The column “# Std.” takes the quantity of affected standards from each project and sums them to each Liaison to provide an aid in determining project burden.
- b. A demonstration of the PMOS Complexity Factors (CF) was presented by S. Barfield-McGinnis along with proposed reconfiguration of the baseline scheduling. The CFs, when selected for a given project, either increase or decrease the baseline completion date (i.e., final ballot) date by an estimated number of days. The proposed baseline changes simplify establishing an initial schedule usually developed by the SDT into a structured calculation based the five-year performance analysis completed earlier in the year. The proposed baseline schedule is calculated using the number of directives and affected standards associated with the project. The determined number of days basically provides a reasonable amount of SDT development between the acceptance of the SAR and the initial comment period and ballot. In the case where the SDT drifts from the baseline schedule due to things like change in scope, augmenting the SDT, or research (i.e., each a CF), the project would be assigned CF categories that will incrementally increase/decrease the project completion date. Assigning a CF to the project enables PMOS members to appropriately gauge whether the drift in the schedule is reasonable or not.
- c. Next meeting – In-person at Kansas City Power and Light (KCPL) in Kansas City, Missouri on September 18, 2019 at 8:00-10:00 a.m. Central. S. Barfield-McGinnis encouraged everyone to

register. L. Lynch noted that the registration links were not yet available. An action item was taken to check with the website administrators.

6. Action Items

The secretary took the following action items to be addressed prior to the next meeting:

- a. 2015-09 – On future PMOS Agendas, add the part “b” to the agenda (e.g., 2015-09b). (S. Barfield-McGinnis)
- b. 2017-07 – Obtain a baseline schedule from the SDT. (S. Barfield-McGinnis)
- c. 2018-03 – Set the project status to “Archive” as it was filed June 7, 2019. (S. Barfield-McGinnis)
- d. On future PMOS Agendas, move SER Phase II under the “Other” heading. (S. Barfield-McGinnis)
- e. In the PTS, create a new tab for planning baselines to be used by standard developers. (S. Barfield-McGinnis)
- f. Send the PMOS membership the information concerning the Compliance and Certification Committee (CCC) joint meeting with the SC in September. Also, send the CFs when sending the draft minutes. (S. Barfield-McGinnis)
- g. Check with the www.nerc.com website administrators concerning the September committee meetings link. (S. Barfield-McGinnis)

7. Adjournment

C. Yeung adjourned the meeting at 2:43 p.m. Eastern by consent.