

Meeting Minutes

Project Management and Oversight Subcommittee (PMOS)

May 15, 2019 | 1:00 p.m. – 3:00 p.m. Eastern

Introduction and Chair's Remarks

Chair C. Yeung called the meeting, a conference call, to order at 1:01 p.m. Eastern. The meeting was announced via the PMOS email distribution list on May 8, 2019 as well as being publicly posted on nerc.com. The chair provided the subcommittee with opening remarks and welcomed members¹ and guests. The secretary held roll call for members and 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, and Kirk Rosener. A quorum of voting members (i.e., seven of nine) were present. Non-voting members Andrew Gallo and Amy Casuscelli were not on the call.

Observers: from industry: John Allen (City Utilities), , Karie Barczak (DTE Energies), Rachel Coyne (TRE), Kent Feliks, Rich Heidorn Jr. (RTO Insider), Quinn Morrison (Exelon) and Kim Zimmerman (Energysec); from NERC: Scott Barfield-McGinnis (secretary), Latrice Harkness, Marisa Hecht, Soo Jin Kim, Chris Larson, Jordan Mallory, Wendy Muller, and Lauren Perotti.

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 March 20, 2019 Meeting Minutes were reviewed and not amended. C. Cavote motioned to approve the consent agenda, it was properly seconded, and the motion passed unanimously.

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 March 20, 2019 in-person meeting:

- a. Add FAC-011 as an affected standard to Project 2015-09. (Complete)
- b. Obtain a baseline schedule from the standard drafting team (SDT) for Phase 2 of Project 2017-01(b). (Complete)
- c. Add an agenda item for the May 15 conference call concerning the four projects (i.e., 2017-03, 2017-04, 2017-05, and 2017-07) that are currently on hold to address: (1) how to restart these and any other future projects that are on hold from a duration standpoint; (2) the current status of the held projects pending the Standards Efficiency Review (SER) Phase I & II work; and (3) the efforts being made to ensure the projects are reviewed and aligned with the SER outcomes. (Complete, but was deferred to the June in-person meeting agenda.)
- d. Remove the listing of Project 2018-01 from the PTS “home page.” (Complete)
- e. Archive Project 2018-02 (CIP-008) in the PTS, including the home and summary pages. (Complete)
- f. Add M. Brytowski as the liaison for Project 2019-01 – Modifications to TPL-007-3 (Complete)

4. Project Tracking Spreadsheet (PTS) and Project Review

- a. 2015-09 – Establish and Communicate System Operating Limits (SOL) – K. Lanehome reported:
 - i. The SDT is working on proposed language for FAC-011 Requirement R7, TOP-001 (Transmission Operations) and IRO-008 (Reliability Coordinator Operational Analyses and Real-time Assessments) Requirements and Measures. The team has received feedback on the logging/reporting time concept from FERC staff and NERC Standards NERC staff and is working on finalizing a path forward.
 - ii. It has been decided that Interconnection Reliability Operating Limit (IROL) modifications will not be made to CIP-002 (Cyber Security — Bulk Electric System (BES) Cyber System Categorization) at this time. The Critical Infrastructure Protection (CIP) SDT will finish their work and post with no changes to the IROL language. CIP-002 will be re-opened during phase 2 of this project to address the IROL language.
 - iii. A Sub-group has been formed to determine a path forward for FAC-015. Options include making clarifying revisions to FAC-015 (new) based on comments, transfer Requirements to other Facility (FAC) Reliability Standards, or moving to TPL-001 (Transmission Planning).
- b. 2016-02 – Modifications to Critical Infrastructure Protection (CIP) Standards – K. Lanehome reported the following:
 - i. (2016-02c) CIP-002-5.1a: Working with the SOL SDT to address criterion regarding IROLs. Upcoming, the SOL and CIP SDTs have agreed that CIP should finish its work without the IROL modifications. That language will be left alone and addressed by the

SOL SDT in phase 2 of their project. There are matters that need to be worked out with the implementation timeline and commissioning upon phrase. The schedule is dependent on the implementation timeline matters, but it could be ready to post for additional ballot by late June.

- 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 team has been focusing on industry outreach to explain the issues and why updating the standards are necessary. SDT members have been presenting their plan at regional workshops and most of the focus in recent meetings has been making edits to CIP-005 (Cyber Security — Electronic Security Perimeter(s)), Requirement R1, as well as related definitions.

Upcoming, the SDT has drafted a case for change white paper and has released it to industry. An industry webinar was done on April 24, but the liaisons have not been informed of feedback. The next SDT is meeting in Taylor, TX May 21-23 to continue working on standards drafting and definitions of terms. The new schedule is forthcoming and anticipated for the PMOS June in-person meeting.

- iii. (2016-02e) – CIP-003-8 Malicious Code (FERC Order #843 Malicious Code Example Directive): This project passed Final Ballot passed on April 29, 2019 at 91.44% and was adopted by the NERC Board of Trustees (Board) at their May 8-9, 2019 meeting. The project documents are expected to be filed with regulatory authorities in June 2019.

- c. 2017-01 – Project 2017-01 Modifications to BAL-003-1.1 – S. Kim reported the following:
Phase I: NERC staff expected to conclude Interconnection Frequency Response Obligation (IFRO) studies by mid-June to ensure there will not be reliability issues created by any SDT proposed changes. Phase I expected to proceed to final ballot in early July 2019, and go to the Board for approval in August.

Phase II:

The SDT met on April 30 through May 2 to address the survey responses and decide on a path forward. The SDT is meeting the week of June 17 at LG&E and Kentucky Utilities' offices in Louisville, KY. The baseline for phase II was presented to the PMOS members. L. Lynch motioned to accept the baseline, the motion was properly seconded, and the motion passed unanimously.

- 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 – No report as the project is on hold pending the outcome of the SER project.
- h. 2018-03 – Standards Efficiency Review (SER) Phase I – M. Brytowski reported the following:
All proposed retirements (balloted individually by Standard) passed with greater than 88% approval (most in the mid-90% approval range). SER Phase I SDT met April 17-18, 2019 in Atlanta to review industry comments and results of industry ballot that concluded on April 12.
- i. 2018-04 – Modifications to PRC-024-2 – L. Lynch reported that the initial comment period ends on May 31 along with a 10-day initial ballot. The team is planning for an additional comment period, if needed, at the end of June. Team conference calls are scheduled for June 5, 7, 11, 12 and 14, 2019 to begin addressing industry comments. The next in-person meeting is scheduled for June 18-20, 2019 at Hydro-Quebec in Montreal, Quebec Canada.
- j. 2019-01 – Modifications to TPL-007-3 – The baseline for the project was presented to the PMOS members. M. Brytowski motioned to accept the baseline, the motion was properly seconded, and the motion passed unanimously.
- k. 2019-02 – BES Cyber System Information Access Management (Assign Liaison). Colby Bellville and Kirk Rosener were appointed as liaisons to the project. L. Harkness gave a report that the slate of nominees to serve as the Standard Authorization Request (SAR) drafting team is scheduled to be presented to the Standards Committee on May 22 for appointment. A potential baseline for the project may be available by the June 26 in-person meeting.

5. Other

a. PTS project Complexity Factors

S. Barfield-McGinnis gave a summary of an analysis he conducted on the PTS and showed graphically in a chart the total number of days it took to complete a project from the SAR start date as the beginning to the Final Ballot end date as the ending point. The chart clearly revealed that the typical time to complete a project is converging on 18 months and less.

A part of the analysis was to evaluate the time to complete a project based upon “complexity factors” that affect a project’s duration. S. Barfield-McGinnis explained that the analysis used four complexity factors, which are: (1) the number of affected standards, (2) the priority of the project as assigned by the SC, (3) the number of regulatory directives, and (4) the number of guidance(s) (i.e., “soft directives”). He explained that there was not any statistical significance of the four complexity factors due to the small number of projects available. However, there was a positive correlation when using a single weighting factor comprised of all four complexity factors.

S. Barfield-McGinnis explained the goal is to consider using “complexity factors” to inform the initial baseline scheduling of a project as well as logging factors as they emerge over the course of a project. By correlating the factors throughout the life cycle of a project, PMOS Liaisons will have clear line of sight as to whether a shift in project’s duration is reasonable based on the

complexity factors. He will be developing a list for members to discuss at the June 2019 in-person meeting.

- b. Next meeting – In-person on June 26, 2019 at 8:00-10:00 a.m. Eastern at the NERC main office in Atlanta, Georgia.

6. Action Items

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

- a. Obtain a new baseline schedule for acceptance at the June 2019 meeting.
- b. Obtain an update or new baseline for 2016-02d contingent on whether the project goes to final ballot or not.
- c. Consider 2018-03 for archiving on the June 2019 agenda.
- d. For 2019-02 assign liaisons to distribution lists and update PTS. Obtain baseline schedule once team is assembled.
- e. Develop initial complexity factors for review at the June 2019 in-person meeting.
- f. Have S. Kim provide an update on how “on hold” projects will be restarted following SER.

7. Adjournment

- C. Yeung adjourned the meeting at 2:06 p.m. Eastern by consent.