

Meeting Notes Project 2014-04 Physical Security Standard Drafting Team

April 28-May2, 2014 | 8:00 a.m. – 5:00 p.m. Eastern

**NERC Headquarters
Atlanta, GA Administrative**

1. Introductions

The vice-chair called the meeting to order at 1:00 p.m. EDT, April 28, 2014 and introductions were made by all participants. Participants were:

Members			
Name	Company	Name	Company
Susan Ivey	Exelon Corporation	Stephen Pelcher	Santee Cooper
Lou Oberski	Dominion	John Pespisa	Southern California Edison
John Breckenridge (remote)	KCPL	Robert Rhodes	Southwest Power Pool
Ross Johnson	Capital Power	Allan Wick	Tri-State Generation and Transmission Association, Inc.
Kathy Judge	National Grid	Manho Yeung	Pacific Gas and Electric
Mike O'Neil	NextEra/FPL	Bob Canada	NERC Staff
Steven Noess (Associate Director of Standards)	NERC Staff	Mark Olson (Standards Developer)	NERC Staff
Stephen Crutchfield (Standards Developer)	NERC Staff	Shamai Elstein	NERC Staff

Observers			
Name	Company	Name	Company
Regis Binder	FERC	Scott Miller	MEAG
Brian Murphy	NextEra		
Additional observers attached		Various listen-only participants by WebEx	

2. Determination of Quorum

The rule for NERC Standard Drafting Team (SDT or team) states that a quorum requires two-thirds of the voting members of the SDT. Quorum was achieved as 11 of 11 total members participated.

3. NERC Antitrust Compliance Guidelines and Public Announcement

NERC Antitrust Compliance Guidelines and public announcement were reviewed by Stephen Crutchfield. There were no questions raised. Participant conduct policy was reviewed.

4. Administrative and Safety

Building evacuation plan, emergency procedures, and office layout were reviewed by Stephen Crutchfield.

Agenda

1. **Chair Introductory Remarks.** Lou Oberski welcomed the drafting team and observers. He reviewed the agenda.
2. **Discussion of ballot results, themes from the comments received during the posting period and clarifying revisions to the standard are summarized below:**
 - a. Clarification to the applicability section 4.1.1 by adding “Transmission station or Transmission substation” to the Transmission Owner applicability.
 - b. Clarification regarding the nuclear exemption under the applicability section
 - c. Added language to Measure M1 to address Requirement R1, Part 1.2 which was previously inadvertently omitted.
 - d. Revised language in Requirement R2, Part 2.2 to clarify that the unaffiliated third party verification *may* include recommendations. Previous language indicated that they were required.
 - e. Revised language in Requirement R2, Part 2.4 to mirror similar requirement in Requirement R6, Part 6.4 regarding data confidentiality. The team also added language to the guidance regarding data confidentiality.

- f. Added language to Measure M2 to address Requirement R2, Part 2.4 which was inadvertently omitted in the original standard.
 - g. Added clarifying language to guidance and rationales regarding “unaffiliated”.
 - h. Revised clarifying language of Requirement R3 to link it to Requirement R1, Part 1.2.
 - i. Revised main requirement language Requirements R4, R5 and R6 for clarity and consistency.
 - j. Revised Requirement R5 to provide clarity regarding implementation of the physical security plan. “The physical security plan(s) shall be developed within 120 calendar days following the completion of Requirement R2 and executed according to the timeline specified in the physical security plan(s).” A clarifying revision was made to Measure M5 to reflect this additional language.
 - k. Changed Parts 6.1.1-6.1.4 to bullets since these are optional (per NERC Standard template).
 - l. Added language to Measure M6 to address Requirement R6, Part 6.4 which was inadvertently omitted in the original standard.
 - m. Conforming revisions were made to the appropriate VSLs.
 - n. Added language to guidance clarifying:
 - Transmission station and Transmission substation
 - Primary control center
 - Collector bus
 - Periodicity
 - Affiliation
3. **Review draft Implementation Plan.** The drafting team discussed potential revisions to the Implementation Plan regarding the timing of Requirement R5 (language regarding “implement a documented physical security plan...within 120 calendar days...”. Since clarifying revisions were made to both the requirement and the guidance, the team did not think additional revisions to the Implementation Plan were necessary.
 4. **Review and revise the Consideration of Comments.** The PSSDT reviewed the responses to comments and made conforming revisions to the language based on the clarifying revisions to the requirements, measures and guidance of the standard.
 5. **Review action plan and milestones/dates.** NERC staff will submit the final revised standard (clarifying revisions only) for QR and subsequent posting for final ballot. There were two other documents that contained clarifying revisions: The “Consideration of Issues and Directives” and “Draft RSAW” were updated to reflect the clarifying revisions made to the standard.
 6. **Sue Ivey adjourned the meeting at 10:30 a.m. April 30, 2014.**

Mark Olson	Standards Developer	NERC
Scott Miller	Manager Regulatory Policy	MEAG Power
Peter Scalici	Senior CIP Specialist	NPCC
Allan Wick	CSO	Tri-State G & T
Brian Harrell	Director, ES-ISAC Operations	Nerc
Stephen Crutchfield	SD	NERC
Stephen N. Bennett	Transmission Support Manager	Southern Company
Manho Yeung	Senior Director, System Planning and Reliability	Pacific Gas and Electric Company
Stephen R. Pelcher	Deputy General Counsel Nuclear and Regulatory Compliance	Santee Cooper
John Pespisa	Director	SCE
Steven Noess	Assoc. Director Standards Dev.	NERC
David Grubbs	Director of Regulatory Affairs and Compliance	City of Garland
Kathy Judge	Director, Risk & Compliance, Global Security	National Grid
Rick Porter	Manager, System Operations	Duke Energy
Gary Kruempel	Compliance Director, Supply	MidAmerican Energy Company
Matt Stryker	Engineer, CIP and Cyber Security	Georgia Transmission
Susan Ivey	VP - Transmission Strategy & Compliance	Exelon
Regis Binder	Senior Electrical Engineer	FERC
Lou Oberski	Managing Director	Dominion
Shamai Elstein	Counsel	NERC
Jim	McGlone	USDOE
Bob Canada	Manager	NERC
Bruce Martin	Director Security Risk & Compliance	Duke Energy
Jason Marshall	Managing Director, Reliability Compliance	ACES
Keith Cloud	Cheif Security Officer	Western Area Power Administration
Joseph A. Bonventre	Critical Infrastructure Protection	Burns & McDonnell
Darren	Senior Compliance Auditor	WECC
John Domenichelli	Program Consultant	San Diego Gas & Electric Co
Todd Rosenberger	Sr. Manager Conceptual Design	Oncor Electric Delivery Company LLC
Robert Lane	Director FERC, CAISO and Compliancer	San Diego Gas & Electric
Brian Murphy	Manager, Rel Stds	NextEra Energy
Matt Gibbons	Senior Compliance Auditor	NERC
Robert Rhodes	Manager, Reliability Standards	Southwest Power Pool
Ross Johnson	Senior Manager, Security & Contingency Planning	Capital Power

Michele O'Connell	General Manager	Consolidated Edison Company of New York, Inc
Jeffrey L. Millenno	Supervisory Physical Security Specialist	Bonneville Power Administration
Jeffrey Millenno	Manager, Physical Security	Bonneville Power Administration
Bob Canada	Manager	NERC
Christopher Payne	Enterprise Security Manager	Siemens
Steven Noess	NERC	NERC
David Tates	Manager, Transmission Planning	FirstEnergy