

Meeting Notes

Project 2016-02 Modifications to CIP Standards Drafting Team Conference Call

March 14, 2019

Administrative

1. Review NERC Antitrust Compliance Guidelines and Public Announcement¹

Jordan Mallory reviewed the Antitrust Compliance Guidelines and Public Announcement.

2. Roll Call

Jordan Mallory completed roll call. Quorum was not met.

3. Introductions/Chair's remarks

Matt thanked everyone for joining the call and welcomed the observers and encouraged them to participate as questions and comments come to mind.

4. Review meeting agenda and objectives

Matt Hyatt reviewed the agenda for the meeting.

Agenda Items

1. Outstanding Action Items – Review (Jordan Mallory)

The team reviewed the outstanding action items and made the appropriate updates. See action item list below.

2. Elevator Speech – Review/Discuss (Jordan Mallory)

The team reviewed the elevator speech and there seems to still be some confusion when reading the document. A small group from the CIP team will be put together to continue edits. It was confirmed that the purpose of the elevator speech is at an executive level (i.e., presenting the elevator speech to your CEO or a Vice President). Would this speech make sense to them? If not, what does not make sense or needs updating?

3. Case for Change White Paper – Update (Tasha Ward/Matt Hyatt)

An ad hoc group (Jay Cribb, Matt Hyatt, Jake Brown, Forrest Krigbaum, Robert Garcia, and Tasha Ward) formed to draft the Case for Change White Paper. A good draft has been started and there are a couple of paragraphs that need to be added and then an editorial review before the white paper is ready for posting. The document was sent out to active observers and any comments/edits are welcome and can be submitted to Jordan.mallory@nerc.net.

4. CIP-005 Requirement R1 Ad Hoc Group – Update (Matt Hyatt)

An ad hoc group (CIP SDT) is working to discuss and modify CIP-005 Requirement R1 at an objective written level. This will be used as an example when presenting the Case for Change white paper to help industry have an understanding of where the team is looking to go.

¹ See page 5.

5. V5TAG White Paper – Ask (Jordan Mallory)

The CIP SDT was asked to review the V5TAG white paper and provide any edits/comments by March 26, 2019. Active observers are welcome to provide edits too.

6. Informal Virtualization Comment Response Document – Touch Base (Jordan Mallory)

Also known as the “What we Heard” white paper. No additional comments or feedback was provided from SDT members. Jordan will clean up the document for admin review and send out to SDT for approval to post.

7. CIP-002/CIP-003 – Update (Jordan Mallory)

CIP-002: An ad hoc group made up of CIP and FAC SDT members are working to modify the criterion 2.6 and 2.9 of the CIP-002 standard. The ad hoc group hopes to firm the standard up at its March 21, 2019 ad hoc group meeting and gain consensus from both SDTs prior to going out for an additional 45-day ballot.

CIP-003 is currently being prepped for an April 2019 10-day final ballot posting.

8. CIP SharePoint – Discussion (Jordan Mallory)

An archive folder has been created on the CIP SharePoint site. This will allow all current documents to be viewed. Observers will start to receive access upon completion of moving archive documents to the archive folder.

If anyone is having issues checking in/out or editing documents, please contact jordan.mallory@nerc.net.

9. Outreach SDT Opportunities (Jordan Mallory)

- a. CIPC March 2019 Meeting (March 5-6, 2019) (Jim Fletcher)

Need to get an update from Jim at our March 26 meeting to remove this outreach.

- b. RF Workshop May 1, 2019 (Baltimore, MD) (Heather Morgan/Matt Hyatt)

10. Future In-person Meetings (Jordan Mallory)

Please note the updated May in-person meeting dates.

- a. March 26–28, 2019 (San Antonio, TX – CPS Energy)
- b. April 16–18, 2019 (Atlanta, GA - NERC)
- c. May 21–23, 2019 (Taylor, TX – ERCOT) **UPDATED DATE**

11. Adjourn

<u>Action</u>				
<u>Action</u>	<u>Owner</u>	<u>Due Date</u>	<u>Comments</u>	<u>Status</u>
V5TAG White Paper	Jay Cribb	March 26, 2019 SDT Meeting	I realize this will be an on-going document.	Completed
SDT Review of V5TAG White Paper	CIP SDT	March 26, 2019		In-progress
“What we Heard” Whitepaper from Virtualization Informal Posting	Jay Cribb	March 14, 2019 Completed early March 8, 2019	After draft is completed. The “What we Heard” whitepaper will be sent around to the SDT for review.	Completed
SDT Review of “What we Heard” Whitepaper from Virtualization Informal Posting	CIP SDT	March 14, 2014	SDT to review and provide comments by March 14 call	In-progress
CIP-002 IROL Ad Hoc Group	Mark Riley/Jay Cribb	March 21, 2019	Couple of CIP folks and FAC SOL folks are working together on the side to draft justification that the criterion 2.6 (regarding the IROL) is for long term planning and not short term. This draft will be sent to the bigger team upon completion of a proposal.	In-progress
Draft Case for Change White Paper	Jay Cribb, Forrest K., Jake Brown, Robert Garcia, Tasha Ward, Jim Fletcher, Jerry Freese	March 26, 2019	<ul style="list-style-type: none"> Each person has been assigned their ownership topics. 	In-progress
Case for Change Editorial Review	Jerry Freese	April 5, 2019	One week to review and then to pass off to the SDT to read prior to our March in-person meeting	In-progress

Prep CIP-003 for Final Ballot	Jordan Mallory	March 8, 2019		Completed
CIP-003 Final Ballot NERC legal review	Marisa Hecht	March 15, 2019	Second set of eyes behind Jordan on the planned and unplanned change language and IP.	Completed
CIP-003 Final Ballot review from SDT	CIP SDT	March 22, 2019	Review and ensure there are no edits needed before QR.	
CIP-003 Final Ballot – CIP SDT Approval to move to QR	CIP SDT	March 26, 2019	*note: depending on completion of connecting actions, this could be completed on or before March 26.	
CIP-003 QR	QR Team (NERC staff, couple of SC members, and Jerry)	April 5, 2019	Review changes made and submit comments to Jordan for the SDT to review.	
CIP-003 QR Review/edits/approval	CIP SDT	April 11, 2019	If approved during our Thursday call. We will post for a 10-day final ballot.	
CIP-002 “Commissioning upon” Phrase	Jordan	March 14, 2019	SDT needs to talk through this term.	

Attachment 1 (March 13, 2019)

Name	Company	Member/ Observer	Straw Vote (X)	Conference Call/Web (Y/N)
Jay Cribb	Southern Company	Co-Chair		N
Matthew Hyatt	Tennessee Valley Authority	Co-Chair		Y
Steven Brain	Dominion Energy	Member		Y
Jake Brown	ERCOT	Member		Y
Gerald Freese	NIPSCO	Member		N
Scott Klauminzer	Tacoma Public Utilities	Member		N
Forrest Krigbaum	Bonneville Power Administration	Member		N
Heather Morgan	EDP Renewables	Member		Y
Mark Riley	Calpine	Member		Y
Jordan Mallory	NERC	NERC Staff		Y
Marisa Hecht	NERC	NERC Staff		N
Shamai Elstein	NERC	NERC Staff		N
Lonnie Ratliff	NERC	NERC Staff		N
Michael Keane	FERC	FERC		Y
Jorge Reig	FERC	FERC		N
Ken Lanehome	Bonneville Power Administration	PMOS		Y
Kirk Rosener	CPS Energy	PMOS		Y