

Meeting Notes

Project 2016-02 Modifications to CIP Standards Drafting Team

May 20, 2016

Conference Call

Administrative

1. Introductions

The meeting was brought to order by A. McMeekin at 1:00 p.m. Eastern, Friday, May 20, 2016. Participants introduced themselves providing a brief biography. Those in attendance were:

Name	Entity
Margaret Powell	Exelon
Christine Hasha	Electric Reliability Council of Texas
Steven Brain	Dominion
Jay Cribb	Southern Company
Jennifer Flandermeyer	Kansas City Power and Light
Tom Foster	PJM Interconnection
Richard Kinas	Orlando Utilities Commission
Forrest Krigbaum	Bonneville Power Administration
Philippe Labrosse	Hydro-Quebec TransEnergie
Mark Riley	Associated Electric Cooperative, Inc.
Zach Trublood	Sacramento Municipal Utility District
Stephen Crutchfield	NERC
Shamai Elstein	NERC
Al McMeekin	NERC

Name	Entity
Scott Mix	NERC
Ryan Stewart	NERC
Simon Slobodnik	FERC

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 the 12 members were present.

3. NERC Antitrust Compliance Guidelines and Public Announcement

NERC Antitrust Compliance Guidelines and public announcement were reviewed by S. Crutchfield. There were no questions raised.

4. Roster Updates

Incorporated with the introductions of team members, NERC, and FERC staff. There were no updates to the roster.

Agenda

1. Chair Remarks / Review Meeting Agenda and Objectives

M. Powell welcomed the team and emphasized the need to stay focused on the goals and objectives of the project throughout development due to the large amount of work and the aggressive schedule the team is charged with meeting. Resources the team will utilize and meeting protocols the team will follow were also reviewed.

2. Preview of face-to-face meeting topics/logistics

a. Preliminary work plan and schedule

M. Powell reviewed the work plan explaining how the plan is split into three groups:

- Interpretation
- LERC definition revision (March 31, 2017 deadline)
- V5TAG issues and other directives

b. LERC Definition

J. Cribb provided a brief overview of the LERC definition explaining that there are currently 10 pages of guidance included in the Guidelines & Technical Basis (G&TB) section of the standards describing the definition, whereas the definition itself uses the term ‘direct’ to represent those 10 pages of explanation. The team’s objective is to revise the LERC definition to better address a complete security break, and not rely on the language in the G&TB and the Attachments regarding direct vs. indirect.

c. Proposed Sub team structure and expectations

M. Powell explained that the SDT leadership had grouped some of the issues together and made preliminary assignments to team members to serve as sub-team leads. Each sub-team is assigned support by one or more members of the SDT leadership as well as the NERC developers. The leads will establish a periodic conference call schedule (most likely on a weekly basis; e.g., Tuesdays and Thursdays 1-3 & 3-5 Eastern) and will be responsible for championing their issue(s) throughout the development process. All team members are expected to participate on the calls and support the leads.

Proposed sub-team structure

Issue Area	Leads	Support
LERC Definition	J. Cribb S. Brain Whole Team	M. Powell
Definitions and concepts - CA, BCA, ERC, ESP, IRA	J. Cribb Z. Trublood	D. Revill M. Powell
TO Control Centers / Communication Networks	M. Riley J. Flandermeyer T. Foster	M. Powell C. Hasha
Virtualization	F. Krigbaum P. Labrosse	D. Revill C. Hasha
TD at Lows	S. Brain R. Kinas	C. Hasha D. Revill

d. Discuss summary of comments received on the SAR

C. Hasha explained how the SAR comments were reviewed and categorized into ‘buckets’ based on the issues they raised, and evaluated based on relevance to the language of the standards or issues concerning compliance monitoring. Buckets notated with a ‘D’ could reasonably be addressed through the teams’ work associated with the Order 822 directives while buckets notated with a ‘T’ could be addressed through work associated with the V5TAG transfer issues.

- D1 – Transient at Low
- D2 – Communications between Control Centers
- D3 – LERC definition
- T1 – CA / BCA / PED

- T1a – BCS grouping
- T2 – Networking / ERC / IRA (includes system to system communications)
- T3 – TO Control Center, Performs the functional obligation (includes definition of Control Center)
- T4 – Virtualization (and cloud)
- A – Administrative
- A1 – project schedule and project plan
- C – Compliance
- C1 – Shared facilities & ownership of assets
- C2 – audit expectations (measures)
- O – Other
- E – Errata

3. Action Item Review

a. Web-based drafting team training

A. McMeekin asked if any of the new team members had not yet completed the web-based drafting team training, and requested if they hadn't, to please do so prior to the May 24-26, 2016 SDT meeting. Anyone is welcome to take the training; however, new drafting team members are required (strongly encouraged) to take the training prior to participating on a team. S. Crutchfield emailed the training link to the team.

b. Preparation for next SDT meeting

A. McMeekin requested everyone review all of the documents and come to the May 24-26, 2016 SDT meeting prepared to discuss them. Everyone was reminded what time the meeting was scheduled to start each day and asked to be at the meeting location early enough to begin promptly at the designated time.

c. Project name

M. Powell challenged the team to come up with creative suggestions for naming the project. The suggestions received so far are CIP Panda Project and CIP Koala Project.

4. Future Meetings

- May 24-26, 2016 – NERC, Atlanta, GA
- June 28-30, 2016 – Exelon, Chicago, IL

Chase Building
10 S. Dearborn Street

Chicago, IL 60603

There are two hotels in the area:

Palmer House Hilton
17 East Monroe Street
Chicago, Illinois 60603 USA
T: 312.726.7500 F: 312.917.1707

Hyatt Centric - The Loop Chicago
100 W. Monroe St.
Chicago, Illinois 60603
T: 312-236-1234

Contact events consultant, Kristina Gregory at 410-470-4057 for information on Palmer House (possible account/discount with them), or another hotel that is new and is located right across the street on Clark.

- July 26-28, 2016 – Midwest Reliability Organization, St. Paul, MN
- August 16-18, 2016 – Southern California Edison, Los Angeles, CA

2244 Walnut Grove Ave.
Rosemead, CA 91770

There are area hotels located about 1-5 miles away. No hotel information is available yet.

- September 27-29, 2016 – Hydro-Quebec TransEnergie, Montreal

Complexe Desjardins
150, Ste Catherine W.
Montreal, QC, H2X 3Y2

<http://complexedesjardins.com/en/access>

Access to the office location is through the level 3 of the building. The elevator bank is located right where the “East Tower” sign is located on the map of the level 3.

<http://complexedesjardins.com/en/map>

The meeting will be held on the 19th floor of the east tower. There is no reception at this office location. Access is controlled on the 19th floor.

There are several hotels within walking distance. The Hyatt Regency Montreal is located within the same building complex.

- October 25-27, 2016 – Electric Reliability Council of Texas, Taylor, TX
- November 15-17, 2016 – Bonneville Power Administration, Portland, OR
- December 6-8, 2016 – Orlando Utilities Commission, Orlando, FL

4. Adjourn

The meeting adjourned at 1:55 p.m. Eastern, May 20, 2016.