NERC

NORTH AMERICAN ELECTRIC RELIABILITY CORPORATION

Minutes
Critical Infrastructure Protection Committee

September 11, 2008
Doubletree Hotel Seattle Airport
Seattle, Washington

A regular meeting of the Critical Infrastructure Protection Committee (CIPC) was held on September 11, 2008 in Seattle, Washington. The meeting notice, agenda, and attendance list are affixed as **Exhibits A**, **B** and **C**, respectively.

Vice chairman Bob Canada presided.

Secretary Mix announced a quorum of 25 members (possible number of 30) was present or represented by proxy.

1) Brian Hogue for Jean Guy Ouimet
2) John Lim for Charles Noble
3) Leo Villanueva for John Dumas
4) Sandy Brewer for David Godfrey
5) Mark Engles for Carl Eng
6) Joe Doetzel for Larry Dolci

Antitrust Guidelines
Secretary Mix reviewed the prohibited and permitted activities during a NERC meeting. Any questions or concerns can be addressed to Secretary Mix or NERC counsel David Cook.

Moment of Silence
In recognition of the seventh anniversary of the September 11th attacks, the CIPC observed a brief moment of silence prior to the meeting.

Introductions of Members, Alternates, Associates, and Guests
Everyone present introduced themselves. Regrets were received from Chairman Barry Lawson and NERC CSO Michael Assante who were in Washington, D.C., testifying before and attending the House Energy and Commerce Subcommittee, and Secretary Stan Johnson who remained in Princeton to assist with ES-ISAC duty and the impending landfall of Hurricane Ike.

Logistics

The secretary reviewed the meeting arrangements, site requirements, and agenda adjustments.

Parliamentary Procedures

Secretary Mix indicated *Robert's Rules of Order* would be used in the conduct of the meeting, if necessary to provide structure to the debate or decision making process.

Approval of Agenda

The agenda was approved on a motion by Robert McClanahan, seconded and a vote of 25–0 by CIPC.

Approval of Minutes

The June 2008 minutes were presented by Secretary Mix. Stuart Brindley noted a minor correction.

Upon motion by Robert McClanahan, seconded, the minutes as corrected were approved by a vote of 25–0 by CIPC.

Information Items

Executive Committee Update — Vice Chairman Canada presented Chairman Lawson's notes to update CIPC on the activities of the executive committee since the last meeting. He reported on the July 30, 2008 NERC Board of Trustees meeting (**Presentation 1**).

Included in Chairman Lawson's notes was reference to the hearing conducted today. Stuart Brindley (of the IESO) indicated that the Canadian Electricity Association (CEA), while not attending the hearing, filed written testimony.

Electricity Sector Coordinating Council and PCIS Update — Vice chairman Canada also discussed the recent meetings of the Partnership for Critical Infrastructure Security (PCIS). The CIPAC model under which PCIS operates was seen as being a favorable model for engaging the private sector. He, Stuart Brindley, and Ron Niebo also presented on the private-sector table top exercise conducted the day following the PCIS meeting (**Presentation 2**).

NERC Update

   CIP Standards — Scott Mix made a presentation summarizing recent activities pertaining to FERC Order 706 and the ongoing standards development activities (**Presentation 3**). Highlighted was the start of the formal standards development activity by the initial meeting on October 6–8 at NIST (the National Institute of Standards and Technology) headquarters in Gaithersburg, Maryland. All standards development meetings are open, and CIPC members were encouraged to attend and participate in the process. E-mail Scott Mix with any questions.

   NERC Events — Scott Mix then reviewed the recent events at NERC, including the NERC Business Plan and Budget, the Cyber Security Summit planned for September 23, 008, the NERC Cyber Security

Memo, the Boreas vulnerability, the FERC Situation Awareness program, and recent significant events on the Bulk Power System (**Presentation 4**).

EMP Commission Update — Wally Johnson presented an overview of the recently release EMP Commission report (**Presentation 5**). There are no actions expected by CIPC or NERC to this report.

Functional Model Approval

Jim Cyrulewski chair of the Functional Model Working Group, presented an abbreviated version of the Joint Committee meeting presentation describing the changes made to the functional model (**Presentation 6**). The three standing technical committees were asked to formally approve the changes made in Version 4 of the document. Additional changes are proposed for a Version 5, development and approval to be done in the near future.

Upon motion by Tom Glock, seconded, the Functional Model Version 4 document was approved by a vote of 25–0 by CIPC.

Security Operating

ES-ISAC Working Group — Larry Bugh led a discussion status of the effort to development a replacement for the current CIPIS tool. The original use of HSIN as an incident reporting tool has been abandoned. The current software platform used in CIPIS needs to be replaced to bring it in line with current NERC standard environments. The working group has had several teleconferences and face-to-face meetings to define the requirements of the replacement system. Additional teleconferences and a face-to-face meeting at the end of October should allow the working group to have a report ready for CIPC at the December meeting.

The working Group is developing a number of documents relating to the CIPIS replacement project (CIPIS-II). Included is a list of potential users of the CIPIS tool; a Core Partner's document describing immediate needs of users, a longer-term Business Plan to describe what the ultimate tool would be used for, and a Scoping Document containing a complete functional document for CIPIS-II. These documents will help to gain approval by the NERC Board of Trustees Technology Committee, which has oversight for all tools-related developments. The current CIPIS, as well as the envisioned CIPIS-II are considered by the working group to be reliability-based tools, and within the scope of NERC's tools development mandate.

The CIPIS-II project is envisioned to be a multi-phase project, the first phase being the technology upgrade of the existing CIPIS tool. This is expected to be a 12-month project.

CIPIS-II is expected to be initially focused on incident reporting, but would likely be expanded to include more and other information sharing. A single interface for all forms of incident reporting (i.e., DHS reporting, EIOP-004 reporting, DOE-417 reporting, etc.) is the desired outcome of the final CIPIS-II tool.

Questions were raised about the relationship between CIPIS-II and HISN. HSIN is currently used primarily as a method of government to industry communication, although industry to government is a possible use. Extensive use of HISH during disasters (e.g., hurricanes) has been demonstrated over the last few weeks. Other than the Oil and Natural Gas sector's use of HSIN for inter-industry information sharing, most other sectors use primarily HSIN to receive information and documents from government sources.

Outreach Working Group — Wally Johnson presented an update on the alerts process (**Presentation 7**). NERC is in the process of receiving the data requests from the Regions, and will plan a test of the system once all the data is received and processed. One entity expressed a concern over the different ways that the data was requested from each Region. The specific entity is a member of multiple Regions, and received the information required from each of those Regions. Since the specific request questions and response format was different for each Region, different and somewhat inconsistent responses were supplied to the Regions. NERC and the Regions will have to sort through the responses in order to have a complete and robust result from the information gathering.

Wally informally proposed to CIPC that the task force be continued to provide a communications path from CIPC directly to the distributed CIPC efforts in the Regions. This suggestion did not meet any resistance from CIPC; the task force will continue.

Security Planning
Security Guidelines Working Group — Ron Niebo reviewed the work of the working group and presented the status of the guidelines which are in their periodic review (**Presentation 8**). Notice was given that three guidelines (*Vulnerability and Risk Assessment Security Guideline for the Electricity Sector, Communication Security Guideline for the Electricity Sector,* and *Emergency Preparedness Security Guideline for the Electricity Sector*) were being released to CIPC for their formal 30-day review period. All comments to these guidelines are to be returned to Ron via e-mail by October 11, 2008. Comments may be sent to "ron.niebo@nerc.net" as specified in the announcement e-mail, or to the recently established common mailbox at "SGcomments@nerc.net".

Control Systems Security Working Group — Scott Mix reported on the status of the working group (**Presentation 9**). The working group has finished its Timestamping guideline. The guideline will be released to CIPC for its formal comment period during the week of September 15.

The working group has started to work on the detailed guideline for configuring NTP (Network Time Protocol), and is soliciting NTP configuration instructions for additional systems (see the presentations for systems already included). Following the completion of the guideline, additional time-oriented configuration guidelines (e.g., IEEE-1686, IRIG) will be considered.

The working group has also just begun its review of the Top 10 list.

The working group is still without a leader. Several CIPC members and guests names were volunteered to fill this role. The executive committee will review the candidates, and hopefully present a new chair to the CIPC at the December meeting.

Risk Assessment Working Group — Greg Fraser provided a summary of the current status of the document (**Presentation 10**). Consensus was not reached for 100% of the issues raised by in the working group, but the working group felt that release of the document as is to CIPC would help reach the required consensus. The guideline will be released to CIPC for its formal comment period during the week of September 15. Some concerns were raised on the content of the document by members of the Operating

Committee (OC) and Planning Committee (PC)in attendance at the CIPC meeting. The working group chair and NERC staff facilitator will be reaching out to both the OC and PC during the CIPC comment period to reach closure on the raised issues prior to CIPC approval of the document and subsequent formal release of the document to the other standing committees. If significant issues are raised by CIPC, PC, or OC during this comment period, an additional CIPC comment period may be required.

The working group will be beginning to work on the "volume 2" document dealing with identifying Critical Cyber Assets during the CIPC comment period. It is hoped that a next version of the Critical Asset Identification guideline, as well as an early pre-release draft of the Critical Cyber Asset Identification Guideline will be available for the December CIPC meeting.

Agency Reports

DHS — Matt Light presented an update on a number of issues of interest to CIPC which have been raised during and since the last CIPC meeting (**Presentation 11**). CIPC members desiring access to HSIN should contact Matt directly (Matthew.Light@associates.dhs.gov) for an invitation.

Briefing responsibility for the December cleared briefing has been transitioned to DOE. The location of the briefing is subject to change. No specific information pertaining to the change was available during the CIPC meeting.

DOE — Jeff Dagle noted that the VERDE presentation scheduled for the meeting would not be delivered due to Jim McGlone's assignment to Texas as part of the hurricane response. The presentation will be scheduled for the December meeting. Jeff also notes that Grid Week is scheduled for September 23–25, 2008 in Washington, D.C., and the DOE Visualization Control Program peer review is scheduled for October 21–22, 2008.

Follow-up
The following follow up and action items were noted:
- CIPC members are encouraged to submit comments in time for the guidelines released for that purpose pursuant to the meeting.
- DHS will follow up with NERC concerning the location and any required logistics for the December briefing.

Future Meetings
2008
- December 2–3, 2008 Arlington, VA. Cleared briefing 12/2, meeting 12/3 at NRECA office

2009
- March 19–20 Phoenix, AZ
- June 11–12, Toronto, Ontario, Canada
- September 17–19 Dallas, TX
- December 10–11 Atlanta, GA

Adjournment
There being no further business, upon motion by Larry Bugh, seconded, the meeting was adjourned at 2:53 p.m. September 11, 2008.

Submitted by:

Scott R. Mix

Scott R. Mix

Angie Nicastro

From: Rocio Wong [Rocio.Wong@nerc.net]

Sent: Tuesday, July 22, 2008 3:35 PM

Subject: REVISED MEETING: NERC September 2008 Standing Committee Meetings

Exhibit A

NERC
NORTH AMERICAN ELECTRIC RELIABILITY CORPORATION

Standing Committee Meetings
September 9-12, 2008 | Seattle, WA

CORRECTED DATES IN TABLE BELOW

Doubletree Hotel Seattle Airport
18740 International Boulevard
Seattle, WA 98188 (Map)
(206) 246-8600
Please call the hotel directly to book reservations

$179 night group rate | Code: NERC
Hotel cut-off date: August 19, 2008 (Rooms booked after this date will be subject to full price, if available)
Room block available from: 9/9 – 9/11 (limited guest rooms available)
Check in: 3 PM – Check out: 12 PM
Dress Code: Business Casual

Group Name	Registration Link	Tuesday, September 9	Wednesday, September 10	Thursday, September 11	Friday, September 12
REMG & Committee Officers	Not required		7 – 9 AM		
Operating Committee	Joint OC	**Exec Committee:** 4:30 – 7 PM	**Joint:** 9 AM – 12 PM **OC:** 1 – 5 PM	8 AM – 12 PM	
Planning Committee	Joint PC	**Exec Committee:** 4:30 – 7 PM	**Joint:** 9 AM – 12 PM **PC:** 1 – 5 PM	8 AM – 12 PM	
Critical Infrastructure Protection Committee	Joint CIPC		**Joint:** 9 AM – 12 PM	8 AM – 5 PM	8 AM – 12 PM

Schedule includes other associated NERC meetings.

View/print announcement in .pdf format

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NOTICE:

9/24/2008

Agenda
Critical Infrastructure Protection Committee

September 11, 2008 | 8 a.m.– 5 p.m.
September 12, 2008 | 8 a.m.–12 noon
Doubletree Hotel Seattle Airport
18740 International Boulevard
Seattle, Washington 98188

1. Administrative Matters   20 min

   a)   Arrangements — Stan Johnson
   b)   Announcement of quorum — Stan Johnson
   c)   Procedures — Stan Johnson
 *d)   NERC Antitrust Compliance Guidelines — Stan Johnson
   e)   Parliamentary procedures — Stan Johnson
   f)   Introduction of members, alternates, and associates — Stan Johnson
   g)   **Approval** of agenda — Barry Lawson
 *h)   **Approval** of June 5–6, 2008 CIPC meeting minutes — Barry Lawson

2. Information Items

   a)   CIPC Executive Committee Report — Barry Lawson   20 min
       1. Board of Trustees Highlights — Barry Lawson
       2. Electricity Sector Coordinating Council & PCIS/CIPAC Meeting — Bob Canada
       3. Private Sector Exercise — Bob Canada/Ron Niebo
   b)   NERC/ES-ISAC Report — Stan Johnson   90 min
       1. CIP standards — Scott Mix
          a.   FERC Ruling – Rule 706
          b.   SAR Drafting Team
          c.   Standard Drafting Team
          d.   CIPC Role
       2. NERC Update
          a.   Business Plan/Budget
          b.   Cyber Security Summit (Washington, DC – September 23, 2008)
          c.   Electromagentic Pulse (EMP) Commission Report — Stan Johnson/Wally Johnson
          d.   NERC Cyber Security Memo
          e.   Chief Security Officer (Friday morning)
       3. Boreas Vulnerability Update
       4. Recent Incidents
       5. FERC Situation Awareness

3. Security Operating

    a)   ES-ISAC Working Group — Larry Bugh   30 min
          1. CIPIS II Planning
          2. Path Forward
    b)   Outreach Working Group — Wally Johnson/Stan Johnson   30 min
          1. NERC Alert Distribution Process
          2. Review Flow Diagram/Process

4. Security Planning

    a)   Security Guidelines Working Group — Scott Webber   30 min
          1. Updated Guidelines in Progress
        *2. Revised Process Flow Diagram (will be sent under separate cover)
    b)   Control Systems Security Working Group — Scott Mix   30 min
        *1. Time Stamping Guideline (will be sent under separate cover)
          2. Work in Progress
          3. Leadership
    c)   Risk Assessment Working Group — Greg Fraser   60 min
        *1. Critical Asset Identification Guideline
          2. Discussion
          3. Path Forward/Next Steps

5. NERC Functional Model

    a)   **Approval** of Functional Model Version 4 — Stan Johnson   20 min
        http://www.nerc.com/page.php?cid=2|247|108 (link for document)
        Timing Note: Scheduled for 9:30 a.m. on September 11 (Thursday)

6. Agency Reports   30 min

    a)   Department of Homeland Security (Clearances, CFATS, CWIN, Boreas) — Matt Light
    b)   Department of Energy (Verde) — Jim McGlone
    c)   Public Safety Canada
    d)   Federal Energy Regulatory Commission

7. Closing

    a)   Follow-up items and future actions — Barry Lawson   10 min
    b)   Future meetings — Stan Johnson   5 min
        2008
        December 2–3 (Arlington, Virginia) — cleared briefing – 12/2; CIPC meeting – 12/3
        2009
        March 19–20 (Phoenix, Arizona)
        June11–12 (Toronto, Ontario)
        September 17–18 (Dallas, Texas)
        December 10–11 (Atlanta, Georgia)

*Background material included.

Exhibit C

Critical Infrastructure Protection Committee Meeting
September 11, 2008

ATTENDEES

SECTOR	POSITION	NAME	ORGANIZATION
APPA	Member	Nathan Mitchell	APPA
CEA	Member	Stuart Brindley	IESO
NRECA	Member	Bob Richhart	Hoosier Energy
ERCOT	Member: Cybr	Jim Brenton	ERCOT
	Member: Phys	Lewis R. Griffith	CenterPoint Energy
	Alternate: Cybr	Tom Flowers	CenterPoint Energy
	Alternate: Cybr	Bill Muston	Oncor Electric Delivery
	Alternate: Oper	Leo Villanueva	ERCOT
FRCC	Alternate: Cybr	Brian Malfant	FRCC
MRO	Member: Phys	Greg Fraser	Manitoba Hydro
	Member: Cybr	David Batz	Alliant Energy
	Member: Oper	Marc Child	Great River Energy
	Alternate: All	Clark Liu	MRO
NPCC	Member: Oper	Bill McEvoy	Northeast Utilities
	Alternate: Cybr	Brian Hogue	NPCC
	Alternate: Cybr	John Lim	Con Ed
RFC	Member: Cybr	Larry Bugh	Reliability*First*
	Member: Oper	Kent Kujala	Detroit Edison
	Member: Phys	Daniel Powell	IPL
	Alternate: Cybr	Lew Folkerth	Consumers Energy
	Alternate: Cybr	Margaret Miller	Exelon

SECTOR	POSITION	NAME	ORGANIZATION
	Alternate: Cybr	John (Chris) Holmquest	NIPSCO
	Alternate: Oper	Daniel Brotzman	Exelon
	Alternate:	Tim Conway	NIPSCO
	Alternate:	William O. Thompson	NIPSCO
SERC	**Member:** **Vice Chair**	Bob Canada	Southern Co Svcs
	Member: Cybr	Boyd Nation	Southern Co Svcs
	Alternate: Cybr	Mark Engels	Dominion
SPP	**Member:** Cybr	Robert McClanahan	Arkansas Elec Coop
	Member: Oper	Allen Klassen	Westar Energy
	Alternate: Cybr	Joe Doetzl	Kansas City Power & Light
WECC	**Member:** Phys	Dick Robert	Chelan PUD#1
	Member: Cybr	James Sample	Cal ISO
	Member: Oper **Vice Chair**	Thomas Glock	Arizona Pub Serv
	Alternate: Phys	Mary Robinson	Puget Sound Energy
NERC	**Secretary**	Scott Mix	NERC
		Ron Niebo	NERC
GUESTS		Charles Abell	Ameren
		Sharla Artz	--
		Scott Barker	IPL
		Joseph Baxter	Associated Electric Cooperative, Inc.
		Rick Benolken	Xcel Energy
		D. Jack Bernhardsen	WECC
		Markus Braendle	ABB Switzerland Ltd
		Tom Burgess	FirstEnergy
		Stephen Crutchfield	NERC
		Jeff Dagle	DOE
		Steven Dougherty	Deloittle
		Ken Ernst	SERC Reliability Corporation
		Jerome Farquharson	Burns & McDonnell Engineering
		Bill Fletcher	Eugene Water & Electric Board
		Roger Fradenburgh	Network & Security Technology

SECTOR	POSITION	NAME	ORGANIZATION
		Jim Grulewski	JDRSE Associates
		Steven Hamburg	Encari, LLC
		Brian Harrell	SERC Reliability Corporation
		Chris Humphreys	ERCOT-Texas RE
		Chris Jager	Puget Sound Energy
		Lisa James	CHPD
		Matt Jastram	---
		Wally Johnson	Consultant rep PHI
		Chris Klemm	PSEG
		Thomas Klompstra	Progress Energy
		Matthew Light	DHS IP/MITRE
		Matthew Luallen	Encari, LLC
		Jason Marshall	Midwest ISO
		Peter Nelson	N&ST
		Rodney O'Bryant	Southern Co.
		Mark Peterson	Lockheed Martin
		Michael Puscas	United Illuminating Co.
		Charles Rogers	---
		Edmond Rogers	Ameren
		Rhett Smith	SEL
		Kevin Sullivan	Microsoft
		Madhava Sushilendra	EPRI
		Alex Tatistcheff	Idaho Power
		Don Taussig	Bureau of Reclamation
		Michael Toecker	---
		Bruce Woods	Progress Energy