**via posting**

**TO:** NAESB Critical Infrastructure Committee Members: Bill Boswell, Jim Buccigross, J. Cade Burks, Valerie Crockett, Dave Darnell, Michael Desselle, Bruce Ellsworth, Christopher Freitas, William Gallagher, Bob Gee, Annabelle Lee, Joelle Ogg, Thomas Pearce, Brett Perlman, and Leigh Spangler

**FROM:** Caroline Trum, Deputy Director, NAESB

**RE:** Meeting Notes from theNAESB Board Critical Infrastructure Committee Meeting – August 14, 2019

**DATE:** August 29, 2019

Dear Board Critical Infrastructure Committee Members,

A Board Critical Infrastructure Committee meeting was held on August 14, 2019. The meeting was called to order at 2:00 PM Central. Mr. Burks and Mr. Darnell presided over the meeting. The notes and attachments below serve as a record for the meeting.

| **Notes from the August 14, 2019 NAESB Board Critical Infrastructure Committee Meeting** | |
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| **Administrative** | Mr. Burks welcomed the committee members to the conference call. Ms. Trum provided the antitrust and meeting policy guidance and called the roll of the Critical Infrastructure Committee. Quorum was not established and the meeting was declared a working session. |
| **Finalize the Recommended Standard Development Activities** | Mr. Burks stated that during the previous meeting, the committee had discussed and made recommended standard development assignments to address the recommendation from Sandia National Laboratories as part of the surety assessment. Committee members were asked to review these recommendations and bring any additional considerations for discussion during this meeting.  Mr. Spangler clarified if the intention of the committee is that the applicable subcommittee will review the assignment, identify how to address the assignment and then either make the necessary changes to the standards or provide documentation as to why no modifications are needed. Mr. Burks expressed support for proceeding in this manner.  Mr. Burks reviewed the [Chairs Work Paper – PKI Report](https://naesb.org/pdf4/bd_cic081419w5.docx) as revised during the previous meeting. He asked if there were any questions or additional considerations. Mr. Buccigross noted that a number of the assignments to the WEQ Cybersecurity Subcommittee also involve potential change that the NAESB Authorized Certificate Authorities’ Certification Practice Statements. The Surety Assessment Standard Development Activities and Assignments – PKI Report is available at the following link: <https://naesb.org/pdf4/bd_cic081419a1.docx>  Mr. Burks reviewed the [Chairs’ Work Paper – OASIS Report](https://naesb.org/pdf4/bd_cic081419w6.docx) as revised during the previous meeting. He asked if there were any questions or additional considerations. Ms. Trum stated that the WEQ OASIS Subcommittee co-chairs had met to discuss the proposed assignments. Mr. Quimby stated that the WEQ OASIS Subcommittee co-chairs understand the standard development assignments as proposed. Ms. Ogg stated that regarding Issue #4 the review should be limited to ensuring the NAESB Business Practice Standards align with FERC regulations regarding retention. She stated that the retention periods for historical data touch upon policy issues that are larger than what NAESB should be addressing through standards development. The Surety Assessment Standard Development Activities and Assignments – OASIS Report is available at the following link: <https://naesb.org/pdf4/bd_cic081419a2.docx>.  Mr. Burks reviewed the [Chairs’ Work Paper – Business Operations Practices and Standards Report](https://naesb.org/pdf4/bd_cic081419w7.docx) as revised during the previous meeting. He asked if there were any questions or additional considerations. Ms. Trum stated that she had not received any feedback from the assigned subcommittee chairs regarding the recommended assignments. The participants reviewed Issues #8 and #13 which had been marked for additional committee discussion during the previous meeting. The general consensus of the committee members was that these issues are not currently addressed by the NAESB Business Practice Standards and should be discussed by the NAESB Board of Directors to determine how best to proceed with the recommendations. The Surety Assessment Standards Development Activities and Assignments – Business Operations Practices and Standards Report is available at the following link: <https://naesb.org/pdf4/bd_cic081419a3.docx>.  Mr. Burks reviewed the [Chairs’ Work Paper – Addendum Report](https://naesb.org/pdf4/bd_cic081419w8.docx) as revised during the previous meeting. He asked if there were any questions or additional considerations. Ms. Trum stated that, regarding Issue #4, she had been able to confirm with the relevant subcommittee co-chairs that OASIS nodes, electronic tagging, and the NAESB EIR require each user to have individual digital certificates for accessing the application. The Surety Assessment Standards Development Activities and Assignments – Addendum Report is available at the following link: <https://naesb.org/pdf4/bd_cic081419a4.docx>.  Mr. Burks asked if there was any object with forwarding the proposed activities to the subcommittee level to begin standards development. There was no disagreement.  Ms. McCain asked how these proposed assignments would be reflected on the NAESB Annual Plans. Mr. Booe stated that the Board of Directors will make changes to the NAESB Annual Plans during the September 5, 2019 meeting consistent with the Board Critical Infrastructure Committee’s previous recommendation that the subcommittee first address the identified security issues and then the other findings and considerations.  Mr. Burks stated that the committee can reconvene as needed to provide additional guidance to the subcommittee should any questions arise in the standards development process. |
| **Plan for Future Meetings** | The NAESB office will work with the committee chairs to schedule the next meeting of the committee as needed. |
| **Other Business** | There was no other business discussed. |
| **Adjourn** | The meeting adjourned at 3:07 PM Central on a motion by Mr. Spangler, seconded by Mr. Darnell. |
| **Work Papers Provided for the Meeting** | * **Agenda Item 1** – Administrative:   <http://www.naesb.org/misc/antitrust_guidance.doc> (antitrust)  <https://naesb.org/pdf4/board_critical_inf_members.pdf> (roster)   * **Agenda Item** **2** – Chairs’ Work Paper – PKI Report: <https://naesb.org/pdf4/bd_cic081419w5.docx>   Chairs’ Work Paper – OASIS Report: <https://naesb.org/pdf4/bd_cic081419w6.docx>  Chairs’ Work Paper – Business Operations Practices and Standards Report: <https://naesb.org/pdf4/bd_cic081419w7.docx>  Chairs’ Work Paper – Addendum Report: <https://naesb.org/pdf4/bd_cic081419w8.docx> |

| **August 14, 2019 NAESB Board Critical Infrastructure Committee Conference Call**  **CRITICAL INFRASTRUCTURE COMMITTEE MEMBERS** | |
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| **Name** | **Organization** |
| Jim Buccigross | 8760, Inc. |
| Cade Burks | Big Data Energy Services |
| Valerie Crockett | TVA |
| Dave Darnell | Systrends USA |
| Joelle Ogg | DC Energy |
| Leigh Spangler | Latitude Technologies |
| **OTHER ATTENDEES** | |
| **Name** | **Organization** |
| Jonathan Booe | NAESB |
| Marcy McCain | Enbridge (U.S.) Inc. |
| Steve McCord | TransCanada Pipelines Unlimited |
| Joshua Phillips | Southwest Power Pool |
| Ken Quimby | Southwest Power Pool |
| Caroline Trum | NAESB |
| JT Wood | Southern Company |