



MIDWEST RELIABILITY ORGANIZATION

Minutes of the MRO Security Advisory Council Meeting

WebEx Teleconference

May 9, 2017

1. Call to Order and Introductions

MRO Security Advisory Council (SAC) Chair Mike Kraft called the meeting to order at 9:00 a.m. and introductions were made. He extended a warm welcome to meeting attendees.

- a. *Determination of Quorum.* The meeting secretary Dana Klem, MRO Standards, Certification and Registration Administrator, determined that a quorum was present. A complete list of attendees is included as [Exhibit A](#).
- b. *Standards of Conduct, and Anti-Trust Guidelines.* Pursuant to Policy and Procedure 4, MRO's Standards of Conduct, Conflict of Interest and Anti-Trust Guidelines were presented to attendees by Chair Kraft.
- c. *Additions to the Agenda.* Chair Kraft asked attendees if there were any additional topics to add to the agenda. No additions to the agenda were proposed by council members. Chair Kraft reported that Agenda 9 will not be covered due to a presenter not in attendance.

Upon a motion duly made and seconded, the MRO SAC unanimously approved the agenda as amended.

2. Consent Agenda

- a. *Review and Approve Minutes from January 19, 2017, MRO Security Advisory Council Meeting – Closed Session.*

Upon a motion duly made and seconded, the MRO SAC unanimously approved the minutes from the January 19, 2017, MRO Security Advisory Council Meeting, as written.

- b. *Review and Approve Minutes from February 2, 2017, MRO Security Advisory Council Meeting.*

Upon a motion duly made and seconded, the MRO SAC unanimously approved the minutes from the February 2, 2017, MRO Security Advisory Council Meeting, as written.

MRO SAC Members Stephen Brown and Tyler Stinson joined the meeting at 9:15 a.m.

3. MRO Staff Report

Steen Fjalstad, MRO Security and Mitigation Principal, introduced Dana Klem as the new MRO Standards, Certification, and Registration Administrator who is taking over the



administrative responsibilities of the MRO SAC since Jennifer Matz is transitioning to a Business Analyst role at MRO.

Steen Fjalstad discussed how attendees can use the MRO Organizational Groups' Chart and event calendar on MRO's website to find information regarding the work of MRO committees and scheduled events. If the council has questions regarding topics from other committee meetings, he recommended contacting the committee or MRO staff member supporting the committee. The council asked if any of the committees are addressing topics that cross over to cybersecurity and physical security that the council should review. Fjalstad was not aware of any topics or application guidance the council needs to address, but recommended monitoring the MRO Compliance Committee and Standards Committee for any CIP related activities or Standard Application Guidance. He also recommended reviewing the topics of the upcoming MRO Reliability Conference on May 24, 2017.

4. Chair's Report

- a. Mailing Lists. Chair Kraft referred attendees to his report in the agenda packet that outlines the purpose of three MRO maintained email lists used for MRO SAC Communication. Discussion ensued regarding whether the "mrosac-plus" and the "mro-cipc-contacts" email lists can be combined due to possible overlap of contacts.

Action: MRO will analyze the mrosac-plus and mro-cipc-contacts mailing lists to determine if the lists can be consolidated.

- b. Web Sites. Chair Kraft discussed the purpose and use of the MRO SAC Collaboration Portal and SAC webpage on MRO's website. The SAC portal is a private site for council members to collaborate on work projects and the SAC webpage is a public site that contains information about the council and its governance documents.
- c. Conducting business between meetings. Chair Kraft referred the council to his report in the agenda packet that outlines the process followed to conduct business regarding the MRO sponsored training since the last MRO SAC meeting. He stated that this process worked well and recommended the council endorse the process.

Upon a motion duly made and seconded, the MRO SAC unanimously approved the process for conducting business between meetings.

- d. MRO SAC Members' Terms. Chair Kraft reported on three council members with terms ending in December 2017 and the need for the council to discuss timing of making recommendations to the MRO Board of Directors to fill those positions. Discussion ensued regarding the timing and election process for the MRO SAC positions ending in 2017. Every fall, MRO runs an election process to fill open seats on MRO Organizational Groups. The results of the elections are approved at the fourth quarter board meeting. MRO Staff will speak with MRO General Council



regarding the timeline and election process for MRO SAC members with terms ending in 2017.

Action: MRO Staff will provide an update to the council regarding the timeline and election process for MRO SAC members with terms ending in 2017.

5. Work Plan Review and Update

Chair Kraft led the council through a review of the 2017 Work Plan. The council revised an article deadline, added a fifth webinar, and updated soft deadlines on a number of line items. Discussion ensued regarding the timing of four webinars scheduled for May and June. The council determined it will host its first webinar on “Exploring the Unknown ICS Threat Landscape” on June 2, and then host the last three webinars as a series; the three webinars will be held every two weeks through June and first week of July. Steen Fjalstad informed the council that the timing of the webinars will work if the proper information is provided to MRO staff as soon as possible. He recommended developing a webinar planning form that the MRO SAC members can fill out and provide MRO; the planning form would contain all the necessary information to plan and facilitate a webinar.

No other comments or questions were presented by the council regarding the work plan.

Action: MRO Staff will draft a webinar planning form for the MRO SAC to use for future webinar.

Upon a motion duly made and seconded, the MRO SAC unanimously approved the 2017 Work Plan, as amended.

The committee recessed for break at 10:38 a.m. and reconvened at 10:45 a.m.

6. MRO Representatives on the NERC Critical Infrastructure Protection Committee (CIPC)

- a. NERC CIPC Report. Marc Child, MRO Representative and Chair of the NERC CIPC, reported on the predicted agenda for the upcoming June 6-7 NERC CIPC meeting, which includes an E-ISAC update, regional reports, an Emerging Technology Workshop, subcommittee updates, and a report on BES Security Metrics. Child also informed attendees of the Executive Committee’s annual September planning session to discuss the NERC CIPC Work Plan for 2018 and beyond. The council provided Child with feedback on four comments from a NERC RISC report that the Executive Committee has been trying to decipher and provide input to the NERC CIPC Work Plan.
- b. MRO Representation on the NERC CIPC. Chair Kraft proposed that the council consider adopting the guidance document that explains the communication and expectations of MRO’s Representatives on the NERC CIPC. A motion was made to recommend the guidance document to the Governance and Personnel Committee (GPC) for board approval and then to the board for adoption.



Upon a motion duly made and seconded, the MRO SAC unanimously approved to recommend the MRO Representative on the NERC CIPC guidance document to the GPC and the board for adoption.

- c. Term Limits for members of NERC Committees. Chair Kraft informed the council about MRO Policy and Procedure 3 (Organizational Groups) regarding the addition of term limits on MRO Representatives on NERC Committees. Each representative should have a three-year term. He recommended the council work with the MRO NERC CIPC representatives to establish a staggered three-year term schedule for them to ensure continuity. Chair Kraft offered to draft a proposed staggered term schedule for MRO NERC CIPC representatives and present it to the council for discussion at the next MRO SAC meeting. No other comments or concerns were presented by the council.

Action Item: Chair Kraft will draft a proposed staggered term schedule for MRO NERC CIPC representatives and present it to the council for discussion at the next MRO SAC meeting.

- d. Alternate MRO NERC CIPC Representative with Operations Expertise. The MRO SAC discussed the criteria it was looking for in a candidate for the open Alternate MRO NERC CIPC representative with Operations expertise position. Discussion ensued regarding the four nominations received for the open position. A motion was made to recommend Armin Boschmann from Manitoba Hydro to the board for approval to fill the open Alternate MRO NERC CIPC representative position.

Upon a motion duly made and seconded, the MRO SAC unanimously approved to recommend Armin Boschmann from Manitoba Hydro to the board for approval to fill the open Alternate MRO NERC CIPC representative position.

The committee recessed for lunch at 11:56 a.m. and reconvened at 12:30 p.m.

7. MRO Security Conference Update

- a. SAC Sponsored Training. Chair Kraft reviewed the process by which the MRO SAC agreed to sponsor the training. MRO SAC Member John Hochevar provided an update on the status of the SAC sponsored training scheduled for September 27, 2017, which is the day before the MRO 2017 Security Conference. The SAC sponsored training will provide value to the conference; the training will be led by Ben Miller from Dragos, Inc.
- b. Pre-Conference and Conference Agenda. Steen Fjalstad provided an update on the progress of planning the MRO 2017 Security Conference scheduled for September 28, 2017. He highlighted the registration process, topics and speakers on the agenda, and the social event scheduled for September 27, 2017.



8. Cybersecurity Update

- a. MRO Region Security Risk Assessment. Chair Kraft asked attendees to think about what risk the MRO Region has specific to its footprint (e.g., cyber, physical) and how the region can collate the information to address the risk. The purpose for developing a Regional Security Risk Assessment is to develop a platform that allows registered entities to interact with one another to identify and mitigate their security risks both together and individually. Discussion ensued regarding examples of regional specific risks that entities could discuss. The council provided positive feedback regarding the value of this process, and recommended the venue be an in-person meeting due to the sensitivity of the information the entities need to share. Chair Kraft proposed having this topic on the next MRO SAC meeting agenda to discuss the process in more detail.

9. Physical Security Update

MRO SAC Member Warren LaPlante was not present and did not provide a report.

10. EMS/SCADA/Control Center Security Update

- a. Takeaways from April 2017 ICSJWG Meeting. MRO SAC Member Jodi Jensen reported on the Department of Homeland Security's Industrial Control Systems Joint Working Group (ICSJWG) meeting held in April. The Department of Homeland Security sponsored this three-day meeting to discuss sharing information about cybersecurity for critical infrastructure, which also included discussions on the increase in ICS Malware, Cyber Informed Engineering, Ransomware (becoming the biggest threat), using network segmentation as a method for mitigation, and Active Directory vulnerabilities.

The committee recessed for break at 1:25 p.m. and reconvened at 1:30 p.m.

11. Partner Updates

- a. E-ISAC. Bill Lawrence, Director of the E-ISAC, provided an update on the recent activities of the E-ISAC, which included Monthly Briefings, Physical and Cybersecurity updates, planned portal updates, the E-ISAC Threat Workshop on June 20, 2017, GridSecCon 2017 and specific items of interest. Breakdowns of Physical and Cyber Security Incidents were discussed as well as incidents by region. The E-ISAC has received 6 total shares from MRO in 2017. Lawrence mentioned the Physical Security Analysis Team (PSAT) and opportunities to partner more closely with the MRO entities. In summary, Lawrence thanked the MRO SAC for the opportunity to provide an update and recommended attendees continue to share information with the E-ISAC.
- b. Mid-Continent Compliance Forum (MCCF) – CIP Working Group. There were no representatives from the MCCF in attendance. It was noted a full forum MCCF meeting is scheduled for Thursday, May 25, 2017.



c. Government Partners – FBI, DHS, ICS-CERT, Public Safety Canada, RCMP.

- i. Federal Bureau of Investigations. John Bonhage, Special Agent for FBI Minneapolis and Infragard Coordinator for Minnesota, North and South Dakota thanked the council for inviting him to the meeting. He proceeded to discuss what pertinent information the FBI could provide the council and vice versa. Unfortunately, most of the FBI information is classified and cannot be shared; however, he noted that he will look for non-classified information to share at the next MRO SAC meeting. Bonhage emphasized the importance for entities to identify and protect their most valuable assets, improve efforts to upgrade cybersecurity, screening of new employees, developing effective insider threat protection programs, and being very aware of foreign visitors coming to their facilities. For any questions or concerns, Bonhage is the grid point of contact and will direct you to the proper person if he cannot assist. Bonhage's information is provided below:

John Bonhage
Special Agent for FBI Minneapolis and Infragard Coordinator for Minnesota,
North and South Dakota
Phone: 763-569-8000

- ii. Department of Homeland Security. Harley Rinerson from the Department of Homeland Security (DHS), provided a Cyber Resources Overview, which included information on the Cyber Security Advisor Program, DHS Cybersecurity Service offerings, and a high-level overview regarding incidents' response. The Cyber Security Advisor Program's mission is to provide coordination and outreach in order to protect the Nation's Critical Infrastructure and Key Resources and local governments. DHS offers Cyber Security Evaluations, Cyber Incident Response Plans, Threat and Asset Responses, and Incident Reporting. Rinerson recommended entities contact him and he will direct them to the correct person. Rinerson's information is provided below:

Harley Rinerson
Cyber Security Advisor, Region VIII
Office of Cybersecurity & Communications
U.S. Department of Homeland Security
Phone: 202-809-3314

- d. State Fusion Centers. Darin Hanson, National Fusion Center Association, Regional Private Sector Outreach Subcommittee Contact, reported on what the Fusion Centers can provide and the recent threat activities. Fusion Centers are measured on whether they are working with the private sector and on regional threat assessments. Therefore, Hanson informed the council that the Fusion Center would be open to providing input to a Regional Security Assessment if the MRO



SAC decides to proceed. Hanson also stated that he will provide a list of private sector contacts in each region to the MRO SAC to use.

- e. State PUC – MN. No representatives from state public utility commissions (PUC) were in attendance. Fjalstad commented that he will attend the Mid-American Regulatory Conference in June, 2017, where a number of state PUC representatives will be in attendance.
- f. Trade Organizations. No representatives from trade organizations were in attendance.
- g. Industry. No representatives from industry organizations were in attendance.

12. SHARED RESOURCES (SHARES) HIGH FREQUENCY (HF) RADIO PROGRAM

Ross Merlin, DHS NCC SHARES Program Manager, presented on the benefits of the SHARES HF Radio Program. The purpose of this program is to support interoperable emergency communications by radio for national security and for emergencies. DHS shares its HF Radio resources with program participants, which consists of Federal Departments and Agencies, Emergency Management Agencies, Critical Infrastructure/Key Resources providers, and National/Regional disaster relief organizations. HF Radio allows program participants to communicate long distances with one another using high frequency radio in a state of emergency. Merlin mentioned that every Wednesday national and regional tests are conducted to ensure equipment is in working order and to assist operators with training.

13. OTHER BUSINESS

Chair Kraft asked the council if there were any other items that need to be discussed. No comments were provided by the council.

14. ADJOURN

Having no further business to discuss, the meeting was adjourned at 3:03 p.m.

Prepared by: Dana Klem, Council Secretary.

Reviewed and Submitted by: Richard Burt, Vice President of Risk Assessment, Mitigation and Standards



Exhibit A – Meeting Attendees

Council Members Present on Web Meeting	
Name	Organization
Mike Kraft, Chair	Basin Electric Power Cooperative
Tim Anderson, Vice Chair	Dairyland Power Cooperative
Stephen Brown	Xcel Energy
Mark Gabel	MISO
John Hochevar	American Transmission Company
Jodi Jensen	Western Area Power Administration
Brian Kollmansberger	Alliant Energy
Tyler Stinson	Xcel Energy
MRO Staff Present on Web Meeting	
Name	Title
Richard Burt	Vice President of Risk Assessment, Mitigation and Standards
Steen Fjalstad	Security and Mitigation Principal
Dana Klem	Standards, Certification, and Registration Administrator
Jennifer Matz	Business Analyst
William Steiner	Risk Assessment and Mitigation Principal
Guests on Web Meeting	
Name	Organization
Adam Klindworth	Minnkota Power Cooperative
Alexander D’Ambrosio	Central Power Electric Cooperative
Beth Gannett	E-ISAC
Bill Lawrence	E-ISAC
Brian Capistrant	Xcel Energy
Christopher Lahr	Great River Energy
Chuck Woods	MidAmerican Energy Company
Colleen Peterson	Basin Electric Power Cooperative
Darin Hanson	State Fusion Centers
Dustin Erhardt	Basin Electric Power Cooperative
Elizabeth Mairs	Xcel Energy
Gail Elliot	ITC Holdings
Harley Rinerson	Department of Homeland Security
Joe Petaski	Manitoba Hydro
John Bonhage	Federal Bureau of Investigations
John Carns	McKenzie Electric Coop
John Collins	FoxGuard Solutions
John Knofczynski	East River Electric Power Cooperative
Kevin O’Grady	Minnesota Public Utilities Commission
Marc Child	Great River Energy
Michael Nickels	Omaha Public Power District
Nikolas Bayuk	Minnesota Power Cooperative
Peter Grandgeorge	MidAmerican Energy
Phil Kroetsch	Minnkota Power Cooperative



Randy Wagner	Basin Electric Power Cooperative
Ron Bender	Nebraska Public Power District
Ross Merlin	Department of Homeland Security
Sarah Lundeby	Minnkota Power Cooperative
Scott Stoner	Nebraska Public Power District
Seth Shoemaker	Muscatine Power and Water
Tom Hofstetter	North American Electric Reliability Corporation
Council Members Not Present	
Name	Organization
Warren LaPlante	Minnesota Power (ALLETE, Inc.)