



## **Minutes of the MRO Security Advisory Council Meeting**

*MRO Offices, 380 St. Peter Street, Suite 800, Saint Paul, MN 55102*

*Thursday, May 31, 2018*

### **1. Call to Order**

John Hochevar, MRO Security Advisory Council (SAC) Chair, called the meeting to order at 8:30 a.m. He extended a warm welcome to meeting attendees.

#### **a. Determination of Quorum and Introductions**

The meeting secretary, Estee Kolles, 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 Hochevar.

#### **c. Robert's Rules of Order**

Robert's Rules of Order were included in the agenda packet.

#### **d. Additions to the Agenda**

Chair Hochevar asked attendees if there were any additions to the agenda. The following additions or changes to the agenda were noted:

Jessica Mitchell, MRO Stakeholder Relations and Communications Principal, will not be speaking about the election process, however, Steen Fjalstad, MRO Security and Mitigation Principal, will highlight expectations; a discussion on email distribution lists was added; Paul Skare, Chief Cyber Security and Technical Group Manager at Pacific Northwest National Laboratory, will not be attending the SAC meeting today.

### **2. Consent Agenda**

#### **a. Review and approve March 15, 2018, MRO SAC Meeting Minutes**

Kolles provided the March 15, 2018, meeting minutes to the SAC electronically for review with an approval deadline of June 12, 2018. A discussion was held on the process of approving SAC meeting minutes and it was agreed that from this point on, the minutes will be provided to the SAC electronically for review and approval.

#### **b. Action Item Review**

Kolles provided an update on the action item list and discussion ensued regarding strategy and approach to outstanding issues. No action items were closed at this time.

### **3. Status of SPP Dissolution**

Sara Patrick, MRO Interim President and CEO, provided an update on the dissolution and status of the SPP Regional Entity. Patrick mentioned after the NERC Board of Trustees (BOT) meeting, transition of these entities will occur on July 1, 2018. Discussion ensued.

Patrick provided information on the meetings taking place with Southwestern Power Pool Regional Entity (SPP RE) entities and the addition of twelve new positions to MRO in 2018, which will handle the new workload. Discussion ensued.



#### **4. Organizational Group Reorganization Discussion**

Patrick provided a presentation on MRO's organizational group structure. In this presentation Patrick mentioned the current committee structure and transition of them into three councils: Reliability, Security and CMEP. The plan to restructure these committees into councils will allow for more membership based on experience and expertise rather than sector. The MRO Board of Directors will select five to nineteen members per council. The non-sector based councils will provide a more geographically diverse representation including members from the expanded MRO footprint. Patrick noted that 2018 membership on MRO committees and councils will remain the same, changes to the organizational group structure will occur in 2019. The councils will report to the board and new charters will be drafted. Discussion ensued.

#### **5. MRO SAC 2019 Election Process**

##### **a. MRO SAC Member Elections**

Fjalstad mentioned that the election and nomination process will be communicated sometime during the last half of 2018, including the chair and vice-chair election. Discussion ensued.

##### **b. MRO SAC Chair and Vice Chair Elections**

This agenda item was discussed in agenda item 5a.

##### **c. CIPC Rep Nominations**

Responding to a question regarding changes to Critical Infrastructure Protection Committee (CIPC) representative nominations, Richard Burt, MRO Vice President of Risk Assessment, Mitigation and Standards, stated that NERC has not yet decided on the regional representatives on the NERC committees due to the SPP transition. Therefore, MRO is not in a position to provide clarity on how CIPC representative nominations will unfold. Discussion ensued.

#### **6. MRO Staff Report**

##### **a. Review of MRO Organizational Groups and Current Initiatives**

Fjalstad presented an update on the MRO Regional Risk Assessment (RRA). The SAC will be asked to review and provide input into the MRO RRA document. Discussion ensued.

*Action Item: Fjalstad will compile other RRA documents, if available, and provide to the SAC for review and consideration as part of the SAC review and input into the MRO RRA.*

*Action Item: MRO SAC will review and provide input into the MRO RRA.*

##### **b. Updates on MRO SAC Portal**

Fjalstad mentioned the portal for the SAC members and promoted its use for all master versions of documentation. There was discussion on the draft NERC Operating Reliability Subcommittee (ORS) developed Reliability Guideline titled "Cyber Intrusion Guide for System Operators." This document is intended to assist System Operators in detecting and responding to potential cyber security incidents and provides guidance on when to activate entity-specific incident reporting procedures. Fjalstad also brought attention to a law enforcement portal (malwareinvestigator.gov) that will test malware as a suggested future tool. Discussion ensued.



## 7. Administrative Matters/Organizational Documents

### a. Charter

Mike Kraft, MRO SAC Member, discussed the updated SAC charter and it was reviewed for Governance and Personnel Committee (GPC) consideration. Discussion ensued on the requirements to serve on the MRO SAC. Burt noted that all transitioned entities from SPP will need to complete the MRO membership process in order to serve on the MRO SAC. Discussion ensued.

### b. 2018 Work Plan Updates

The MRO SAC reviewed the 2018 work plan including open items and updates were made to the 'master' version of the work plan on the SAC portal. Discussion ensued on the MRO newsletter articles and webinars.

Kraft discussed the Traffic Light Protocol (TLP), TLP:WHITE/TLP:AMBER used for the MRO Regional Security Risk Assessments. Completion dates were reviewed and agreed upon and dates were added to the SAC work plan. Chair Hochevar suggested adding the MRO Regional Security Risk Assessment to the MRO Security Conference in September. Discussion ensued.

### c. 2019 Calendar Proposed dates

The SAC reviewed the 2019 proposed calendar and proposed SAC Meeting dates for 2019, which are in line with the MRO Board meetings. Fjalstad asked everyone to check dates and respond with any issues. Discussion ensued.

*Action Item: MRO staff will send out calendar invites for the proposed meeting dates for the 2019 calendar, once approved by the MRO SAC.*

### d. Goals and Objectives

The council reviewed the MRO SAC Goals and Objectives document for 2018.

## 8. Project Updates

### a. Webinar Updates

Jodi Jensen, MRO SAC Vice Chair, mentioned a simulation of malware as a future webinar. Discussion ensued on webinar timing and process.

Kraft provided a high-level report on the May 2018 SAC webinar *GridEx Lessons Learned*, by Eric Ruskamp, Lincoln Electric System, Darin Hanson, North Dakota Department of Emergency Services, Lisa Beury-Russo, U.S. Department of Homeland Security, and Sherry Farrow, Southwest Power Pool.

### b. Regional Security Risk Assessment

Kraft provided an overview regarding the 2017 Regional Risk Assessment TLP:WHITE version. Discussion ensued.

Kraft asked to have E-ISAC facilitate the 2018 Regional Security Risk Assessment meeting on September 27, 2018. Kraft requested volunteers to help organize and provide input about region specific threats prior to the meeting. Discussion ensued.

### c. Region Security Contacts



Warren LaPlante, MRO SAC Member, reiterated his commitment to the RSC update process. Fjalstad mentioned more vetting is necessary to mature the list for accuracy. Fjalstad noted the list is primarily used for special security announcements requested by the MRO SAC, such as resending E-ISAC Critical Broadcast messages. Discussion ensued.

d. Weekly Threat Call

Kraft discussed the vetting of threat call participants that occurs before they are allowed to participate. He mentioned the SAC threat call guidelines document explains who is allowed to participate on the call. Kraft talked about updates to the SAC threat call guidelines and will recirculate the updated guidelines for approval electronically. Kraft mentioned there are more consumers versus contributors on the call and there is an increase in the diversity on the call, one being E-ISAC. Kraft mentioned he sees the increase in diversity as a positive. It was requested that the threat call start time move from 8:00 a.m. to 8:15 a.m. Discussion ensued.

*Action item: MRO Staff will change the start time of the weekly threat call from 8:00 a.m. to 8:15 a.m. through September 26, 2018.*

e. Operationalize Threat Intel

Kraft mentioned the need to address some of the outcomes from the threat call such as 'How do companies act on what is being discussed?' Kraft explained that this is often labeled 'Operationalizing Threat Intel.' Kraft elaborated that there is an opportunity for the SAC to help participants on the threat call learn how to act on the information being shared. Discussion ensued.

*Action Item: MRO staff will add Operationalize Threat Intel and Security Monitoring & Vulnerability Management Tools to a future SAC meeting agenda.*

f. Security Monitoring & Vulnerability Management Tools

This topic will be discussed at the next SAC meeting.

g. ICCP Security

Vice Chair Jensen provided an update on a newer technology called Secure SCADA Protocol for the 21<sup>st</sup> Century (SSP-21). Vice Chair Jensen noted SSP-21 is very adaptable to existing protocols and could be applied to ICCP security. Discussion ensued.

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

a. NERC CIPC Report

Marc Child, MRO representative on the NERC CIPC, provided highlights from his report included in the agenda packet. Child also presented on changes to the CIPC including: subcommittee business, review of the organizational chart, E-ISAC update (GridSecCon, budget, and staffing), the supply chain, and cloud security. Discussion ensued.

b. NERC CIPC Representation Guidance

Kraft commented on the guidance document for the NERC CIPC Representatives from the MRO region. Kraft shared that the guidance document includes voting expectations, providing guidance to the MRO Region, and soliciting input from the MRO Region on NERC CIPC initiatives. Discussion ensued.



*Action Item: MRO Staff will discuss next steps for the NERC CIPC Representation Guidance document.*

## **10. Security Conference Update**

Fjalstad provided an update on the September 26, 2018, MRO Security Conference, noting confirmation of seven speakers. The conference will be limited to 150 on-site attendees. The conference will also be live-streamed via WebEx. If a determination is made to hold training, the training will occur on September 25, 2018. Training topics were discussed. Discussion ensued.

## **11. Cybersecurity Update**

Chair Hochevar asked members for questions regarding cybersecurity or cybersecurity topics for agenda items at future meetings. There were no questions or topics suggested.

## **12. Physical Security Update**

### *a. Design Basis Threat Assessment Workshop*

Kraft provided an overview of the Design Basis Threat Assessment workshop tentatively scheduled for the week of August 6, 2018. The workshop will cover vulnerability and security analysis against the design basis threat. This workshop is not open to the public, only pre-vetted registered entity staff may attend. Details will be shared with those attending. MRO staff will not attend. Discussion ensued.

### *b. Security Management in the Electricity Sub-Sector Guideline 2018*

Kraft shared that Ross Johnson, Senior Manager, Security & Contingency Planning at Capital Power Corporation, runs the Security Management in the Electricity Sub-Sector guidelines through the E-ISAC for distribution. Kraft shared how great the guidelines are for entities. Discussion ensued.

## **13. Operational Security Update**

Vice Chair Jensen talked about shared equipment in substations. She discussed the struggles with controlling shared access. Vice Chair Jensen asked members to provide feedback on best practices used to secure a shared environment.

Tim Anderson, MRO SAC Member, spoke to the complexity of reducing risk while sharing and securing equipment. Anderson mentioned the complexity of different parties having different practices and access into a substation location. Discussion ensued.

Tyler Stinson, MRO SAC Member, commented on the challenges of complying with CIP requirements when there are multiple entities with devices in a substation. Stinson questioned how the agreements between the entities should be handled. Kraft provided a link to the [ERO Enterprise-Endorsed Implementation Guidance titled "Shared Ownership of Bulk Electric System Facilities"](#) and noted a draft Memorandum of Understanding (MOU) is included for consideration. Discussion ensued.

## **14. Partner Updates**

### *a. E-ISAC*

Bill Lawrence, Director of the Electricity Information Sharing and Analysis Center (E-ISAC), presented on *Implementation of E-ISAC Long-term Strategic Plan*. Lawrence explained the E-ISAC organizational structure and mentioned projects the E-ISAC is involved in such as:



- GridSecCon
- Critical Broadcast Program
- CRISP
- Portal Enhancements
- Industry Augmentation Program

Lawrence mentioned the E-ISAC is looking for cyber and physical security analysts to visit Washington D.C. in person for three days and provided the following email to respond to if interested: [memberservices@Eisac.com](mailto:memberservices@Eisac.com).

b. Other Partners

No other partners were in attendance.

**15. Other Business**

Fjalstad discussed the MROSAC-Plus e-mail list and other distribution lists. Guidance for use of the MROSAC-Plus list will be drafted and provided to the MRO SAC. Discussion ensued.

*Action Item: MRO Staff will draft guidance for the MROSAC-Plus e-mail list for future review.*

LaPlante suggested everyone consider upcoming turnover on the MRO SAC and how the MRO SAC can expedite the process of the new members starting. Discussion ensued.

**16. Action Item Review**

Kolles reviewed the list of action items captured during this meeting with the council.

**17. Adjourn**

Having no further business to discuss, the meeting adjourned at 3:00 p.m.

Prepared by: Estee Kolles, Council Secretary.

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



## Exhibit A – Meeting Attendees

<b>Council Members Present on Web Meeting</b>	
<b>Name</b>	<b>Organization</b>
John Hochevar, Chair	American Transmission Company
Jodi Jensen, Vice Chair	Western Area Power Administration
Mike Kraft	Basin Electric Power Cooperative
Tim Anderson	Dairyland Power Cooperative
Stephen Brown	Xcel Energy
Justin Haar	Minnkota Power Cooperative
Brian Kollmansberger	Alliant Energy
Warren LaPlante	Minnesota Power (ALLETE, Inc.)
Tyler Stinson	Xcel Energy
<b>MRO Staff Present on Web Meeting</b>	
<b>Name</b>	<b>Title</b>
Sara Patrick	MRO Interim President and CEO
Richard Burt	VP-Risk Assessment, Mitigation and Standards
Steen Fjalstad	Security and Mitigation Principal
Estee Kolles	Security Administrator
Dana Klem	Risk Assessment and Mitigation Administrator
Desiree Sawyer	Compliance Monitoring Coordinator
<b>Guests on Web Meeting</b>	
<b>Name</b>	<b>Organization</b>
Bill Lawrence	E-ISAC
Brandon Trontvet	Minnkota Power Cooperative, Inc.
Brian Zavesky	Missouri River Energy
Don Schmit	Nebraska Public Power District
Eric Ruskamp	Lincoln Electric System
Grant Adams	Avant Energy
Joe Petaski	Manitoba Hydro
John Chang	Manitoba Hydro
Keith Amand	MISO
Marc Child	Great River Energy
Mike Buyce	City Utilities of Springfield
Nathan Helder	ALLETE, Inc.
Paul Crist	Lincoln Electric System
Paul Mehlhaff	Sunflower Electric Power Corporation
Rick Stava	Omaha Public Power District
Ron Bender	Nebraska Public Power District
Sam Ellis	Southwest Power Pool
Shawn Eck	Liberty Utilities
Tom Hofstetter	NERC



Tony Eddleman	Nebraska Public Power District
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