

Final Minutes of the MRO CMEP Advisory Council Meeting

WebEx

June 2, 2021 9:03 a.m. to 2:55 p.m. Central

Notice for this meeting was electronically posted to the MRO website [here](#) on May 5, 2021. A final agenda, including advanced reading materials, was also posted on May 26, 2021.

1. Call to Order and Determination of Quorum

CMEPAC Chair Carl Stelly called the meeting to order at 9:03 a.m. Central. Meeting Secretary Desirée Sawyer advised the chair that a quorum of the CMEPAC was present. A complete list of attendees is included as [Exhibit A](#).

2. Standards of Conduct and Antitrust Guidelines

Pursuant to Policy and Procedure 4, the Meeting Secretary Desirée Sawyer highlighted MRO's Standards of Conduct, Conflict of Interest, and Antitrust Guidelines.

3. Robert's Rules of Order

Chair Stelly referred to Robert's Rules that are included in the packet.

4. Consent Agenda

a. CMEPAC Q1 Minutes

The CMEPAC reviewed the minutes from the 2021 Q1 meeting. There was a motion duly made and seconded to bring the discussion to the floor. Upon hearing no further discussion, Chair Stelly opened the floor for a vote.

Upon a motion duly made and seconded, the CMEPAC unanimously approved the minutes from the 2021 Q1, CMEPAC meeting, as drafted.

5. Annual Charter Review

a. CMEPAC Charter.

The CMEPAC charter was shared on the screen as well as in the packet. Chair Stelly asked for any proposed edits, questions or comments as the document was scrolled through on screen. A CMEPAC member asked if any supporting document changes. Council Secretary Sawyer explained that some changes to Policy and Procedure 3 are in proposal but none had been drafted or approved by OGOC at that time. There was a motion duly made and seconded to bring the discussion to the floor. Upon hearing no further discussion, Chair Stelly opened the floor for a vote.

Upon a motion duly made and seconded, the CMEPAC unanimously recommend CMEPAC Charter to the OGOC for review and approval, as drafted.



b. NSRF Charter.

The NSRF provided a redlined version of their charter in the packet and was presented on screen. Bill Steiner, MRO Staff Liaison to the NSRF, explained the changes that were made to maintain sector balance. The CMEPAC decided to edit the language from NSRF “votes” to “recommends” in the charter.

Upon a motion duly made and seconded, the CMEPAC unanimously recommend CMEPAC Charter to the OGOC for review and approval, as amended.

c. SMET Charter.

CMEPAC Staff Liaison Norman provided some clarification of the utilization of this charter and when it was drafted. It was drafted before the existence of the CMEPAC. The CMEPAC decided there is a need to further publicize the tie between the CMEPAC and the Standard Application Guides (SAGs) and to be part of the outreach regarding this topic. A CMEPAC member suggested that this topic could be used as a webinar or newsletter topic. The CMEPAC decided that the MRO Standards Manager is now Bill Steiner and changed the language from MRO Standards Manager to “Director of Risk Assessment and Mitigation group”.

Upon a motion duly made and seconded, the CMEPAC unanimously recommend SMET Charter to the OGOC for review and approval, as amended.

6. 2021 Work Plan

a. *Status of Work Plan Items*

The CMEPAC discussed the status of the work plan items and had an opportunity to revise the strategic items of the plan. A CMEPAC member introduced the idea of getting a report from the NERC Standards Committee and the NERC Reliability Issues Steering Committee. Discussion ensued. Chair Stelly asked the CMEPAC members to email him ideas for further outreach opportunities. CMEPAC members provided updates on planned webinars and Vice Chair Pyle volunteered to help prepare content for CMEPAC member Sharon Koller’s webinar. CMEPAC made a decision to split row number nineteen (19), which covers work plan items nine (9) and eleven (11). Vice Chair Pyle discussed Standard Application Guides (SAGs) and how the CMEPAC should stay engaged and address feedback given by NERC. CMEPAC Staff Liaison Norman provided clarification on the NERC approval process of SAGs. Another CMEPAC member reviewed the approval process and practices NERC uses to endorse guides and standards according to the SAGs template and expressed concerns. CMEPAC Staff Liaison Norman agreed to bring these concerns and feedback to NERC. The CMEPAC discussed when to release webinars and newsletters. The CMEPAC decided to combine line items twenty-six (26) and twenty-nine (29). The CMEPAC nominated three (3) volunteers for the Risk Matrix Project during Q3 and Q4. Two (2) volunteers will be chosen in closed session.

b. *Work Plan Sub teams*

Chair Stelly reminded the CMEPAC that the responsibilities of each subgroup does not fall solely on the selected leads and reminded them to reach out to himself or Vice Chair Pyle if they need



help. Discussion ensued. A CMEPAC Member and a guest recommended that the CMEPAC pursue a joint webinar with the Security Advisory Council to specifically present on the BCSI Cloud topic. Discussion ensued.

The CMEPAC recessed for Lunch at 11:57 a.m. and reconvened at 12:30 p.m. Central

7. 2021 CMEP Conference Planning

Vice Chair Pyle provided an update and presented the conference agenda draft to the CMEPAC. She asked if anyone had some ideas on the keynote speaker and topics. The CMEPAC decided to ask Sara Patrick to be the keynote speaker at the recommendation of CMEPAC Staff Liaison Norman. The CMEPAC designated CMEPAC Member Sharon Koller as emcee for the CMEP conference. They also decided not to do breakout sessions and just have presentations. Discussion ensued.

8. CMEPAC Monthly Calls

Monthly call metrics were included in the agenda packet. Discussion ensued. The CMEPAC agreed that they continue to find value in these calls.

9. AskCMEPAC

Chair Stelly provided an update on the AskCMEPAC statistics and uses. He also reminded the guests that this email is a good way to reach out to the CMEPAC about questions they think would be beneficial for other entities to know as well or for the ERO as a whole. Discussion ensued.

10. Standing Reports Discussion.

- a. NERC Compliance and Certification Committee (NERC CCC) *Thad Ness, CMEPAC and NERC CCC Member*
Thad Ness provided a NERC CCC report in the agenda packet and gave an oral update highlighting his report.
- b. NERC Standards Review Forum (NSRF) *Joe DePoorter, Chair NSRF, CMEPAC Member*
Joe DePoorter provided an NSRF report in the agenda packet.
- c. Mid-Continent Compliance Forum (MCCF) *Mark Buchholz, CMEPAC and MCCF Member*
Mark Buchholz provided an MCCF report in the agenda packet.
- d. SPP Reliability Compliance Advisory Group (RCAG) *Mark Buchholz, CMEPAC and RCAG Member*
Mark Buchholz provided a RCAG report in the agenda packet.

11. Align Update

Council Secretary Sawyer provided an update on the Align project. Discussion ensued.

12. CMEPAC Collaboration Demonstration

Council Secretary Sawyer provided a demonstration on the CMEPAC Collaboration page on SharePoint. Discussion ensued.

13. Action Items

Council Secretary Sawyer went over the action items captured during today's meeting.



14. Other Business and Adjourn

Having no further business to discuss, the meeting was adjourned at 2:55 p.m. Central.

Prepared by: Michelle Olson, Council Assistant Secretary and Desirée Sawyer, Council Secretary

Reviewed and Submitted by: Jeff Norman, Director of Compliance Monitoring, CMEPAC Council Liaison

Exhibit A – Meeting Attendees

Council Members Present	
Name	Company, Role
Carl Stelly, Chair	Southwest Power Pool, Inc.
Terri Pyle, Vice Chair	Oklahoma Gas and Electric
Eric Ruskamp	Lincoln Electric System
Mahmood Safi	Omaha Public Power District
Mark Buchholz	Western Area Power Administration
Mike Smith	Manitoba Hydro
Paul Mehlhaff	Sunflower Electric Power Cooperative
Sharon Koller	American Transmission Company
Thad Ness	Northern States Power Company d/b/a Xcel Energy
Theresa Allard	Minnkota Power Cooperative
Tiffany Lake	Evergy, Inc.
Tracey Stewart	Southwestern Power Administration
MRO Staff	
Name	Title
Bill Steiner	Director of Risk Assessment & Mitigation
Bryan Clark	Director of Reliability Analysis
Desirée Sawyer	Compliance Monitoring Coordinator



Jeff Norman	Director of Compliance Monitoring
Julie Peterson	Assistant Corporate Secretary and Senior Counsel
Marissa Falco	Risk Assessment and Mitigation Technical Coordinator
Michelle Olson	Compliance Monitoring Administrator
Tasha Ward	Director of Enforcement and External Affairs
Steen Fjalstad	Director of Security
Michael Taube	Senior Compliance Engineer/Auditor, CIP
Uttam Adhikari	Senior Risk Assessment and Mitigation Engineer, O&P
Guests	
Aaron Resler	Saskatchewan Power Corporation
Angela Wheat	Southwestern Power Administration
Bruce Reimer	Manitoba Hydro
Coleen Peterson	Basin Electric Power Cooperative
Courtney Vetter	Montana Dakota Utilities Company
Don Hargrove	Oklahoma Gas and Electric
Daniel Moore	Western Farmers Electric Cooperative
Darnez Gresham	MidAmerican Energy Company
David Rudolph	Basin Electric Power Cooperative
Gail Elliott	ITC Transmission
George Brown	Acciona Energy
John Allen	City Utilities of Springfield MO
Joseph Knight	Great River Energy
Ken Burruss	Midwest Energy Inc.
Kim VanBrimer	Southwest Power Pool, Inc.
Larry Brusseau	Corn Belt Power Cooperative
Larry Heckart	Alliant Energy



Mark Hardaway	Western Farmers Electric Cooperative
Mary Agnes Nimis	Federal Energy Regulatory Commission
Matthew Harward	Southwest Power Pool, Inc.
Terry Volkmann	Glencoe Power & Light
Tina Adams	Western Farmers Electric Cooperative