Meeting Notes
Project 2019-02 BES Cyber System Information Access Management Standard Drafting Team

August 6-7, 2019 | 8:30 a.m. – 4:30 p.m. Eastern

NERC Atlanta
3353 Peachtree Road NE, Suite 600 – North Tower
Atlanta, GA 30326

Administrative

1. **Introduction and Chair's Remarks**

   D. Hazelwood provided a safety briefing and greeted everyone. J. Hansen (Vice Chair) greeted everyone. The following standard drafting team (SDT) members were in attendance:

	Name	Entity	Yes/No
Chair	David Rosenthal	MISO	N
Vice Chair	John Hansen	Exelon	Y
Members	Victoria Bethley	Duke Energy	Y
	Andrew Camargo	San Diego Gas and Electric	Y
	Michael Lewis	Southern California Edison	Y
	Yoel Piney	PSEG	Y
	Josh Powers	Southwest Power Pool, Inc. (SPP)	Y
	William Vesely	Consolidated Edison Company of New York, Inc.	Y
PMOS Liaison(s)	Colby Bellville	Cooperative Energy	Y
	Kirk Rosener	CPS Energy	Y

	Name	Entity	Yes/No
NERC Staff	Daniel Bogle – Compliance Assurance	North American Electric Reliability Corporation	Y
	Latrice Harkness – Standards	North American Electric Reliability Corporation	N
	Marisa Hecht – Legal	North American Electric Reliability Corporation	Y
	Lauren Perotti – Legal	North American Electric Reliability Corporation	Y

2. **Determination of Quorum**

   The rule for NERC SDT states that a quorum requires two-thirds of the voting members of the SDT to be physically present. Quorum was achieved as seven of the total members were present.

3. **NERC Antitrust Compliance Guidelines and Public Announcement**

   L. Harkness reviewed the NERC Antitrust Compliance Guidelines and Public Announcement.

4. **Review Meeting Agenda and Objectives**

   L. Harkness reviewed the agenda and objectives. The purpose of the meeting was to make revisions to CIP-004 and CIP-011.

Agenda Items

1. **Team Introductions**
   L. Harkness facilitated team and observer introductions for those in-person and phone attendees.

2. **SAR Review**
   L. Harkness reviewed the final SAR authorized by the Standards Committee on July 24, 2019.

3. **Proposed Revisions**
   The SDT transferred Requirements related to authorizing and managing access to BES Cyber System Information storage locations from CIP-004 to CIP-011. The following sub-requirements were moved: Requirement R4, Parts 4.1.3 and 4.4, Requirement 5, Part 5.3. Requirement R5, Part 5.4 was revised to remove the reference to Requirement R5, Part 5.3, which was moved to CIP-011.

   CIP-011, Requirement R1 was expanded to further clarify what should be included in the information protection program to focus on the controls. Requirement R2 was revised to clarify that BES Cyber System Information and other sensitive materials will be sanitized before reuse and disposal of Cyber Assets. Requirement R2, Part 2.2 was deleted due to the revision of Requirement R1.

   The SDT will continue to revise language for Requirement R1 regarding the access management program related to information (including access revocation and periodic review of access).

4. **Supporting Documentation**
   SDT Assignments were made to the respective supporting documentation needed for the project.

5. **Project Timeline**
   L. Harkness reviewed the timeline with the SDT for finalizing documentation for the initial ballot and posting scheduled for October.

6. **Future Meetings**
   The following conference calls were scheduled:
   August 29, 2019 | 1:00 – 5:00 p.m. Eastern | WebEx
   September 5, 2019 | 1:00 – 5:00 p.m. Eastern | WebEx

7. **Next Steps**
   SDT will work on assigned supporting documentation.
   SDT will continue to brainstorm potential revisions for Requirement R1.

8. **Adjournment**
   The meeting adjourned at 3:00 p.m. Eastern on August 7, 2019.