

Meeting Notes

Chair: Hamid Sharifnia hamids@ieee.org
 Vice Chair: Ron Carlson ronald.carlson.54@sbcglobal.net
 Secretary: Debra Longtin dlongtin@atcllc.com

Meeting called to order by the Chair, Hamid Sharifnia. Hamid introduced himself and introductions were made. There were 38 attendees (7 members and 31 guests). A list of attendees is located at the end of these notes. There was no quorum since only 7 of our 20 members attended, partly due to a conflict with another WG (D9) meeting at the same time as E7.

The patent slides were referred to from the meeting program and the required statement was read regarding a call for acknowledgement of potentially essential patents.

The PAR and the schedule were reviewed along with the meeting notes from the fall Nashville 2014 meeting. The PAR now expires in 2017, since Hamid was able to get an extension. This means that the document needs to be ready to ballot in 2016 (next year)! We still have a lot of work ahead of us before we are ready to ballot.

The group reviewed section 4 of the document and then reviewed the outstanding assignments.

The following table shows previous assignments for the document sections. Additional assignments are shown in red under sections 5 & 7. **Sections 5 & 7 need to be completed by the section groups and submitted to Deb Longtin, Hamid Sharifnia, Ron Carlson, and Chuck Haahr by July 31, 2015 at the latest.**

Section	Description	Team Members	Comments
2	Normative References	Hamid Sharifnia	To be done when document is more complete
3	Definitions	Hamid Sharifnia	To be done when document is more complete
4	Threat Assessment	Brian Farmer	Complete – previously submitted
5	Criteria for Acceptable Designs of the Physical Security System	Keith Graham (lead), Ron Carlson, Sophia Flood, Arthur Graves, Patrick James, Al Longhi, Shashikant Patel, Pino Porciello, Julie Rebac, Alonso Rodriguez, Hamid Sharifnia. Added Paul Somboonyanon, Jim Wilson	Needs to be reviewed with section 5 to see if there is any duplication or better organization suggested. Keith to work with Julie.
6	Analysis Process	Steve Shelton (lead), Bruce Largent, 6.2.7 – Arthur Graves, Bruce Largent 6.2.9 - Mike Eads, Gary Beane, Keith Graham, & Alonso Rodrigues to assist.	Complete – previously submitted
7	Features of the Physical Security System – Advantages and Disadvantages	Julie Rebac (lead), Ron Carlson, Keith Graham, Al Longhi, Deb Longtin, Pino Porciello, Tom Proios, Diane Watkins. Added Sophia Flood, Arthur Graves, Alonso Rodriguez, Jim Wilson, Mark Smedvig	Needs to be reviewed with section 5 to see if there is any duplication or better organization suggested. Julie to work with Keith.
8	Substation Security Plan	Arthur Graves (lead), Keith Graham, Ben Hooley, Richard Jones. Julie Rebac	Complete – previously submitted

A general discussion of the document and its organization followed. The following were topics of discussion, but no decisions were made:

- Should sections 6 & 7 be flipped in order?
- How to prioritize substations, levels, etc.
- Discussions with law enforcement, etc.
- Rules of engagement for working with government agencies
- Redundancy of equipment
- Do we need to protect all equipment?
- How do you “secure” the security plan, so that folks don’t know what you are doing?
- New substation design considerations
- Hamid mentioned a survey from 2012-2013 that found 85% of threats are internal – “disgruntled employees”. How do you protect your substations from “yourself”?

A brief discussion concerning the status of the Nashville meetings was held, at the request of the D0 and E0 chairs. The Nashville meeting is getting too large and hard to organize and manage for the D0/E0 chairs without more assistance. No new suggestions were received.

Summary of Action Items:

- 1. Groups to complete section 5 & 7 assignments by July 31, 2015.**
- 2. Hamid to consider scheduling a conference call with WG members for late summer after sections 5 & 7 are complete.**

Meeting adjourned.

Future Meetings:

Nashville, TN, October 5-8, 2015, Holiday Inn (same as last year)
Atlanta, GA, May 22-26, 2016

E7 Working Group – IEEE Draft Standard for Physical Security of Electric Power Substations (1402)
 2015 Spring Meeting – Minneapolis, MN
 Wednesday, 5/20/15, 1:00 PM

Meeting Attendees:

Name	Company or Affiliation	Working Group Role
Gary Beane	TRC Engineering	Member
Miles Brupbacher	Southwire Company	Guest
Brad Connor	Xcel Energy	Guest
Chris Considine	Oldcastle	Guest
Ron Cummings	Border States Electric	Guest
W. Bruce Dietzman	Oncor Electric Delivery Company	Member
Sophia Flood**	Oldcastle Precast Inc.	Guest**
Alan Gaetz	HDR Engineering, Inc.	Member
Arthur Graves**	Ameren	Member
Dragana Hadziosmanovic	Xcel Energy	Guest
Ben Hooley**	Wabash Valley Power Assoc.	Guest**
Raymond Jasicki	Xcel Energy	Guest
Brett Kenerly	Southwire Company	Guest
Kamran Khan	Trench Group	Guest
Alex Kladiva	Burns & McDonnell	Guest
Al Longhi**	Tymetal Corp	Guest**
Debra Longtin	American Transmission Company	Member - Secretary
Victor Magana	Southern California Edison	Guest
Kaolyn Mannino	Southern California Edison	Guest
Jonathan McDonald	ABB	Guest
Susan McNelly	Xcel Energy	Guest
Jeremy McNutt**	Tennessee Valley Authority	Guest**
Olivialin Miller	AEP	Guest
Donald Moore**	Vanquish Fencing	Guest**
Craig Preuss	Black & Veatch	Member
Alonso Rodriguez	ThermaLimits	Guest
Joseph Rostron	Southern States	Guest
Hamid Sharifnia	HDR Engineering, Inc.	Member - Chair
Mark Smedvig	Burns & McDonnell	Guest
Prapon Somboonyanon	Burns & McDonnell	Guest
Nathan Steward	Xcel Energy	Guest
Anthony Stone	Southern Californai Edison	Guest
Shelly Thompson	Southern States	Guest
Thomas Thorsell	Sargent & Lundy	Guest
Giang Tran	Entergy	Guest
Matthew Vacha**	First Energy	Guest**
Don Wengerter	Wisconsin Public Service	Guest
Jim Wilson**	Consultant / Vanquish	Guest**

Note that new attendees were assigned to the role of guest. Some have assignments. If those assignments are completed and they continue participating, they may become members if desired.

**Seven (7) attendees have requested membership, noted by asterisks. To be reviewed by the chair.