

## **Meeting Notes**

Chair: Hamid Sharifnia  
Vice Chair: open  
Secretary: Debra Longtin

Meeting called to order by the new Chair, Hamid Sharifnia.

The IEEE patent slides were shown.

Introductions were made. There were 23 attendees (10 members and 13 guests). A list of attendees is located at the end of these notes.

The working group schedule and status of assignments were discussed. Steve had previously completed section 6.1, but the group was not sure about the status of the other assignments. Ron agreed to work with Mason to combine the documents on Goggle Docs and the version that Mason has, and to get any submitted assignments into the official draft document. Deb will send Mason's contact information to Ron. **A combined complete draft of the document needs to be placed on the protected area of the WG website as soon as possible so that others can complete their assignments. Ron will work with Mason and get the document to Chuck Haahr to post.**

The group reviewed part of 6.1 as submitted by Steve. The group stopped before 6.1.2. **Hamid will send 6.1 out to the group for review.**

The following table shows the status of the document sections and assignments for these sections.

### **Assignments are due by 12/10/12.**

Section	Description	Contributors	Status
2	References	Tom Davey	Complete.
3	Definitions	Ed William, Ron Carlson	Complete.
4	Threat Assessment	Jack Bashirian, Brian Farmer	<b>Hamid to send e-mail to Jack and Brian Farmer to determine if it is complete.</b>
5	Criteria for Acceptable Designs of the Physical Security System	Angelo Rizzo, Ron Carlson	Complete? <b>Dave Harris and Ron Carlson to review.</b>
6	Analysis Process	Gary Engmann, Craig Preuss, Steve Shelton (6.1), Ron Carlson (6.1)	<b>Hamid and Steve Shelton to review.</b>
7	Features of the Physical Security System – Advantages and Disadvantages	Angelo Rizzo, Ron Carlson	<b>Diane and Ron Carlson to review.</b>
8	Substation Security Plan	Gary Beane, Allen Love, Ron Carlson, Ed William	<b>Gary Beane, Mike Noori and Ron Carlson to review.</b>
9	References		<b>Tom Davey to do this section</b>

Note: Action item are shown in bold print.

### **Action Items left over from Raleigh:**

1. Steve / Joe – check to see if there are any hard requirements (NESC) for distance outside the substation fence that equipment or items (trees) can be located. – They did not find any, none known. Action item closed.
2. Check other standards for sign requirements (NESC, ANSI, etc.) so that we don't duplicate. – No longer needed. Action item closed.

3. Chuck – check with IEEE dictionary – does “substation” include switching stations and generating switchyards? – Will do by 10/19/12 – Completed on time – “Substation - An assemblage of equipment for purposes other than generation or utilization, through which electric energy in bulk is passed for the purpose of switching or modifying its characteristics” (definition excerpted from ANSI/IEEE 100-1988). Note – the original question was whether the definition of a substation included generating switchyards and switching stations. Conclusion is “Yes”. Action item closed.
4. Hamid will check the FERC definition of “transmission line”. – **Hamid to do by 10/19/12 – Open.**
5. All – need more utility contacts if we plan to send the survey out. – **Open item.**

Additional action item: **Jack will send the survey document to Hamid and Deb.**

Future Meetings:

Pittsburgh: April 28-May 3, 2013

Meeting adjourned at 10:30 AM.

Name	Company or Affiliation	Working Group Role
Hanna Abdallah	Power Engineers	Guest
Hassein (Jack) Bashirian	Southern Company Solutions	Member (former chair)
Gary Beane	TRC Engineering	Member
Kevin Buhle	American Transmission Company	Guest
Ronald Carlson	Calence PSS / Insight	Member
Carson Day	Georgia Tech	Member
W. Bruce Dietzman	Oncor Electric Delivery Company	Guest**
Mike Eads	ABB	Guest
Alan Gaetz	HDR Engineering, Inc.	Guest**
Joseph Gravelle	Xcel Energy	Guest
Charles Haahr	Sega, Inc.	Guest**
David Harris	SPX Transformer Solutions, Inc.	Guest**
Debra Longtin	American Transmission Company	Secretary
Donald Moore	Vanquish Fencing, Inc.	Member
Mike Noori	Custom Engineering Solutions	Member
Pathik Patel	Dashiell	Guest
Shashikant M. Patel	Public Service Electric & Gas	Guest
Thomas Proios	SAIC	Guest
John Randolph	PG&E	Guest
Hamid Sharifnia	PacifiCorp	Chair (new)
Steven Shelton	HDR Engineering, Inc.	Member
James Sosinski	SAIC	Guest
Diane Watkins	Salt River Project	Member

\*\* Requested membership (status changed to member after the meeting)