PSCC Subcommittee [Working/Study Group, Task Force] Meeting Minutes

Designation: S0	Name: Cybersecurity Subcommittee				
Meeting Location: Hybrid (Anaheim, CA + Virtual)		Meeting Time: 1:00 PM PST	Meeting Date: 2022/1/12	Minutes Revised: [YYYY/MM/DD]	Minutes Approved: 2022/05/11
PAR Output: NA	PAR Output: NA	PAR Approval Date: NA	PAR Expiration Date: NA	Target Sponsor Ballot Date: NA	Target Completion Date: NA
Presiding Officer: Scott Mix (Chair), Theo Laughner (Vice Chair)			Recorded by: Theo Laughner		Draft Number: 1.0

Attendance:

Name	Affiliation	Attending via Phone (P) / Web (W) or Local (L)	M/CM/G
Scott Mix	PNNL	W	M
Theo Laughner	Lifescale Analytics	W	M
Jay Anderson	ComEd - Exelon Corp	W	M
James Bougie	Albireo Energy	W	M
TW Cease	Consultant	W	M
Mike Dood	SEL	W	M
James Formea	Eaton	W	M
Didier Giarratano	Schnieder	W	M
Shane Haveron	Ametek	W	M
Dennis Holstein	Opus Consulting Group	W	M
Chris Huntley	SEL	W	M
Anthony Johnson	SCE	W	M
Marc Lacroix	EMCREY Canada	W	M
Deepak Maragal	Eureka Power Solutions, LLC	W	M
Ryan Newell	TRC	W	M
Jeff Pack	Power Engineers	W	M
Craig Preuss	B&V	W	M
Shashi Sastry	Hitachi ABB Power Grids	W	M
Eric Thibodeau	Hydro Quebec	W	M
Nathan Wallace	Ampirical	W	M
Alex Apostolov	Omicron		G
Tom Hofstetter	NERC		G
Byungtae Jang			G
Mital Kanabar	GE Renewable Energy		G
Nicholas Kraemer	NuGrid Power Corp		G
Jim Michaelis	Commonwealth Associates		G
Erin Morales	IEEE SA		G
Bharat Nalla	SEL		G
Dan Nordell	Xcel Energy		G
Craig Palmer	Powercomm Solutions		G
Justin Turner	GE Renewable Energy		G
Karen Wyszczelski	SEL		G

M:Member
CM: Corresponding Member
G: Guest

Item no.	Notes	Action by
CALL TO ORDER	4:02	Scott Mix
INTRODUCTIONS AND QUORUM	18/27 members present, quorum established.	Scott Mix/ Theo Laughner
CALL FOR PATENTS		
CHAIR'S REMARKS		
AGENDA APPROVAL	Eric Thibedeau Motion, Mike Dood Second. Agenda Approved.	Scott Mix
APPROVAL OF PREVIOUS MINUTES	Minutes for September 2021 presented. Motion to approve by Jay Anderson, Mike Dood Second. Minutes Approved. Minutes for Special Meeting – Motion to approve by Tony Johnson, Second Marc Lacroix. Minutes Approved.	Scott Mix
S1 Report	Quorum achieved on meeting minutes. BRG meeting in February to approve the comments on the latest draft. Par expires in December.	Marc Lacroix
S2 Report	Need a volunteer for this group. Quorum was established during the meeting.	Scott Mix
S3/S4	Inactive	
S5	DOE presentation may influence this work. WG needs a Chair/Vice Chair for this activity. Looking for folks in 62443 to represent IEEE with DOE. Decision to meet with Steve Kunsman to get clarification on DOE activity before proceeding. Par Expires – 2023.	TW Cease
S6	Inactive	
S7	12 Attendees/8 members/4 guests – quorum established. Biweekly meetings will be established. WG voted to revised Scope. Asking for a PAR update (will be handled under new business)	Nathan Wallace
S8	15 attendees /5 members/10 guests – quorum not established. Will likely be submitting a par extension since the part expires 12/22.	Nathan Wallace
S9	5 Members were present with a total of 22 attendees. Reviewed all Chapter content for group comments. Chair will schedule S9 March meeting to review presentation.Plan for S0 review/comments in May	Theo Laughner
S10	Met Monday. Did not achieve quorum. Scheduling a wg meeting in March. Finish draft prior to may meeting. Present final document to S0 in September. WG needs a vice chair.	Jeff Pack
S11/S12	Inactive	
S13	Did not meet. They formed a ballot pool. Going through the ballot/editorial phase.	Tony Johnson
S14	Met on Monday at 1 PM. Imeet Space is active.	Shashi Sastry

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S15	32 attendees, 12 members. No quorum established. Herb fault provided a presentation on use cases. Chair needs help establishing a structure for the document. (Table of contents, sections, etc). Web meeting is planned for February.	Jay Anderson
S16	Frist meeting as a task force. Attendees that indicated interest in membership were 5. 6/7 members were present thereby establishing quorum. The TF started working on a document outline.	Eric Thibodeau
New Business	S17 – Eric Thibodeau (Chair), Marc Lacroix (Vice-Chair) – Tabled for now. Shane expressed interest in working with S17. I47 may be working on a similar effort. This may need to be a joint task force with I47. Eric will reach out to Chair of I47 along with Chair, Eric, Marc, and Shane. S7 – Motion to revise the scope for the WG/PAR (2808). Nathan Wallace. Second by Tony Johnson. The change expands the scope to include engineering and modelling documentation using the designations defined in the document. Motion carried with 18 votes, 1 no vote, 1 abstention.	Scott Mix
Awards Committee	Hugo is planning an awards ceremony at the next in-person meeting.	Scott Mix
Announcements	Roster clean up for non-participating members. 123 Signup is dead. A replacement has been selected. Hopefully the new tool will be ready by the May meeting. Chairs should provide full meeting minutes within 2 weeks. Minutes should be posted to committee iMeet site. Meeting notice of wg/tf/sg agenda to be sent to sub-group members two week prior to any meeting. Newly formed WG and TF should issue a call for participation and establish a roster by conclusion WG Chairs are encouraged to take IEEE SA training/WG officers. Task forces need to manage membership and have quorum to approve minutes. IEEE transactions journal publications need to let chair know to be considered for an award. Alex Apostolov announced a call for papers for the PACWorld Conference.	Scott Mix
TIME OF FINAL ADJOURNMENT	2:15 PM PST	
NEXT FACE TO FACE MEETINGS		
FUTURE MEETING ROOM REQUIREMENTS	[Room Size][Projector][Conflicts]	