

CSWG / NIST Smart Grid Users Guide Subgroup

November 16, 2012

Attendance:

- Mark Ellison (co-lead)
- Marianne Swanson
- Leonard Jacobs
- Tom Alrich
- Elizabeth <TBP>
- Amanda Stallings
- Tanya Brewer
- Jody Fraser

The meeting started off on Section 7 – Identify System Requirements. The team reviewed editorial and formatting mark-ups for presentation improvement; discussed mechanisms to convey a procedural flow to the reader, with step-by-step instructions. The team identified common requirements as a good bullet for step 1 (refer to Figure 2). As discussed by the team, once the reader has identified the common requirements, the reader can start looking at the unique technical requirements. The team engaged in discussion regarding the next step; considered the GRCs and impact levels.

Tanya gave a step-by-step example to the team. The team recommended that Tanya document as a solid example for the reader to understand how to put the elements, process, and documents together for readers to execute against their own systems. Scott recommended how the user guide should give constructive guidance to the reader in prioritizing, especially for the benefit of some of the larger entities; prioritizing by the aggregate impact level and probability level. The assets that have both high impact level and high probability level are the highest priority level with which to start the process. The reader should execute step 2 for those systems that the reader determines are the highest in impact and probability.

The team engaged in a discussion over sections 2 through 7, in linking the step-by-step processes together, as the proposed process to document in Section 6. Recurring challenge was the logical diagram and a best visual or working representation. The team discussed a possible approach as being to suggest to the reader to generate their own organization's logical diagram, using Figure 2-3 of the NISTR Volume 1 as a generic example.

Meeting Administration:

Next meeting will be Friday, November 30th Moving to 1pm Eastern, and making the meeting 90 minutes to leverage productivity of the team engagement.

Next call: Friday, November 30, 2012; 1:00pm Eastern