

DRAFT VELCO Operating Committee MINUTES

Date: August 15, 2019, 11:00 a.m. – 3:00 p.m.

Location: Norwich University, VT

Call-in: 1-855-260-5550, Code: 7706298

PARTICIPATING MEMBERS

- **Burlington Electric Department (BED):** James Gibbons (partial from 1:15 by phone)
- **Green Mountain Power (GMP):** Mike Burke
- **Stowe Electric Department (SED):** David Kresock
- **Vermont Electric Cooperative (VEC):** Peter Rossi, Ken Tripp
- **Vermont Electric Power Company (VELCO):** Chris Root, Frank Etori
- **Vermont Public Power Supply Authority (VPPSA):** Stephen Fitzhugh

OTHER PARTICIPANTS

Karen Bates (NUARI), Matt Bovee (Norwich), Brian Connaughton (VELCO), Tom Dunn (VELCO), Bill Jordan (VT Department of Public Service), Todd Knapp (GMP), Kris Lewia (VELCO), Shana Louiselle (VELCO), Dan Nelson (VELCO), Tom Paul (Norwich), Gus Pessolano (VELCO), Kris Rowley (Norwich), Mike Schultz (Norwich), Mark Sciarrotta (VELCO), George Silowash (Norwich), Kris Smith (VEC), Tina Stevens (VELCO), Tom Volger (Norwich), Fred Wiseman (VEC)

OPENING REMARKS

Mr. Root welcomed everyone to Norwich University at 11:05 and reviewed the agenda. Mr. Root then asked Mr. Fitzhugh to review the procedure to be followed in the case of an emergency.

Mr. Fitzhugh welcomed everyone to the facility and pointed out the location of emergency exits and the procedure to follow in the case of an emergency.

Mr. Root then provided a brief overview of the Operating Committee since there were extra invitees in attendance due to the cybersecurity presentations and tour. Mr. Root gave a brief overview as to the need for cybersecurity and spoke to it being the biggest area of growth as to spend.

SAFETY TOPIC

Mr. Root spoke to the need for awareness when driving at this time of year with animals on the roads. Mr. Rossi mentioned schools will be coming into session soon and drivers will need to be aware of the kids and buses. Ms. Louiselle indicated drivers that are towing items should ensure their cargo is securely fastened, checking for loose straps and items. During her drive to the meeting, she noticed a trailer loaded with portable toilets had lost one off the back of trailer onto the highway. Fortunately it did not cause an accident but it highlights the need for ensuring cargo is securely fastened.

CYBER SECURITY DISCUSSION

Mr. Lewia spoke to cyber security bulletins that had recently come out. Additionally he mentioned the need for awareness of Windows XP vulnerabilities. Mr. Lewia highlighted the need for ensuring safe online practices and making sure machines are receiving the Window updates as necessary. Mr. Rossi mentioned the need for parents to teach kids about

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phishing scams and other safe online practices. Discussions arose around not clicking links within emails until the link and email had been verified as legitimate. Mr. Bovee noted that it is important to remember all smart devices, from televisions to game systems, have vulnerabilities and connections to the internet.

CYBER SECURITY PRESENTATIONS & TOUR

Mr. Bovee spoke to the need for cybersecurity and the growth seen at Norwich in this field. Currently it encompasses 11% of an 800-student class. Mr. Bovee provided an overview of Norwich's Nationally-Recognized Program in cybersecurity, computing, and soon data science. Additionally, he provided an overview of the new facilities at Norwich dedicated to cybersecurity (War Room / SOC, NUCAC-DF Server Room, Digital Forensics Lab, CS Projects Room / ESports, NUCAC-DF Admin Office, Mobile Forensics Research Lab). He then highlighted opportunities available at Norwich from available degrees to scholarship opportunities, undergraduate research and study abroad, internships, externships, and finally hands-on / project experience. One such project he highlighted was the one in which the class took part in protecting over 71,000 fans at the 2016 Super Bowl 50 which included preparations over 10 months prior to game-time. One part of the project included the team scouring social media using algorithms for potential threats in order to neutralize and address such threats. Mr. Dunn asked about the education at Norwich and if any classes target social media and its implications. Mr. Bovee indicated there are some classes that may cover this in general terms but not specifically. Mr. Rossi asked if background checks were required for students applying to this program at Norwich. Mr. Bovee indicated that is not required, but may be required for specific internships.

Mr. Riley spoke to his program at Norwich which covers risk assessments and how he incorporates real-life situations in his class by providing risk assessments for small businesses and state municipalities. At the end of the semester, a report is provided to the business with recommendations.

Mr. Bovee provided a tour of the War Room, CS Projects/ESports Room, Digital Forensics Lab, and NUCAC-DF Server Room.

Mr. Paul provided a presentation on NUARI (Norwich University Applied Research Institutes). NUARI was contracted to provide a Security Situation Center (SSC) for the State of Vermont. Mr. Paul provided an overview of the SSC project which includes receiving aggregated log data, analyzing the data, and creating a report on the data to send back. Mr. Rossi asked about storage capacity on the cloud. Mr. Paul indicated the last set of logs were around 500 Gigabytes. Mr. Paul indicated the end goal is to be able to provide information on the number of computers infected with malware, etc and the IP addresses of such computers. They are currently only in a test phase with very limited data. Mr. Rossi asked if part of their project is to analyze the state and security of Vermont. Mr. Paul indicated that is not part of the project. The long term goal would be to get this test case to work for the state and then bring in municipalities to participate. The project is still in the early growth stages and depends on student participation. The project does not include penetration testing.

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Mr. Shultz provided a presentation on NUARI's DECIDE Platform, which was funded by DHS. They work with organizations to build and grow their incident response programs. The purpose: response and recovery from a cyber-incident. The intent is to identify gaps in incident response and recovery including staffing, training, education, policy, technology, communications, and outreach. The process includes a distributed tabletop exercise using DECIDE to deliver injects. The scenario can be tailored to a particular area. An example could be a bulletin, an email, a text, etc. DECIDE can be used to populate specific questions to individuals, and depending on responses (feedback loop), determine upcoming injects. Additionally, DECIDE can be used to build After Action Reports. This DECIDE Platform has been used in the US Critical Infrastructure Finance Sector: Quantum Dawn 1 through 4, along with Wholesale Payments and US Department of Treasury. Customers range from Financial, Energy, Health Care, State and Local Government, and National Guard. Mr. Etori asked if Mr. Shultz was aware of the GridEx exercises. Mr. Shultz indicated he was aware of these exercises and hopes for the DECIDE Platform to be used in one of the future exercises.

Mr. Fitzhugh indicated NUARI could create a scenario which incorporated VT Distribution Utilities and VELCO participation. Mr. Smith mentioned the communication of details as it relates to this type of event is critical and exercising how we work together and what information should be shared would be beneficial.

MINUTES APPROVAL

Mr. Root verified a quorum and called the meeting to order at 1:55 p.m.

Mr. Root presented the meeting minutes from July 18, 2019 for approval. Mr. Burke noted uninjured should be changed to injured in the second paragraph under Safety Topic so the sentence reads "He did not report any injuries nor did he appear injured, however he was transported to the hospital for observation to ensure there were no concerns." Mr. Root agreed the change should be made.

Mr. Rossi moved for approval, Mr. Fitzhugh seconded, and the minutes were approved with the one noted change.

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PERSONNEL CHANGES AT VELCO

Mr. Root reported on two recent personnel changes at VELCO.

Mr. Flynn has left VELCO. The vacancy will be filled by the return of Mr. Kerrick Johnson. Mr. Johnson is expected to start next month.

The second personnel change is the filling of the vacancy caused by Mr. Notte's departure. VELCO has hired a Ms. Debra Perkins. Ms. Perkins is a former state trooper from Virginia, previously worked for the Rutland police department, and has been teaching public safety at Stafford for the last couple of years.

PANTON SOLAR DISCUSSION

Mr. Root reported a developer has proposed building a 50 MW solar plant in Panton with area for future expansion. The solar plant would connect to the 115kV system. The feasibility study for this project has been completed. Mr. Rossi asked if there is any known congestion on the 115kV line in the area. Mr. Root indicated there is no known congestion at this time although this would be considered as part of the ISO interconnection effort.

Mr. Dunn indicated NextEra has withdrawn their two projects in northern Vermont.

Mr. Rossi mentioned there are two upcoming proposed solar projects, 1 MW each, with 4 MW storage. Mr. Rossi inquired if there is a way to add a central location to share possible projects in the queue, such as a website. This would provide VELCO visibility into upcoming proposed projects and their status.

ACTION ITEM: Mr. Connaughton is to work with Mr. Presume to determine a process to relay publically available information from the ISO interconnection queue to the OC.

Mr. Fitzhugh discussed the need for pressure on legislation to count solar built in Vermont towards Vermont's electrical goals even when that power is contracted to go out of state. Discussion from the group included the fact that solar built in Vermont, even when contracted to go out of state, has an impact on Vermont. These impacts include political impacts and not just impacts to the grid.

Mr. Etori asked Mr. Rossi if he was aware of a report in VT Digger indicating Dairy Air Wind had been approved. Mr. Etori asked if the approval included any curtailment notice. Mr. Rossi indicated he would follow up on this.

PRODUCTS AND SERVICES UPDATE

Mr. Connaughton provided an update on a tool that has been developed to provide a transparent process for the discovery and selection of strategic initiatives. This tool is used to capture the idea, step individuals through the process of vetting the idea, and rank the idea based on providing value. The tool can also be used to send bills.

Mr. Connaughton went on to mention that at the last strategic offsite Directors, Managers, and Team Leads took part in an exercise focused on efforts needed to further the initiative. Mr. Connaughton also provided examples of some current efforts that VELCO is pursuing such as assisting with some work on the B20, a contract with the Town of Littleton NH to

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provide Lidar and vegetation management services, and providing Lidar service pricing to VEC. Mr. Connaughton noted that the draft action plan from the offsite will be reviewed on Monday at Mr. Dunn's staff meeting.

Mr. Nelson reported the data center has been completed and includes extra capacity. Additionally, there are opportunities with fiber and the continued growth of the PI Vision tools. One example is working with WEC to provide visibility into their system through PI. This would not provide operational control, but would provide one-way visibility into their system allowing for quicker response times. Mr. Tripp asked if any other entities were looking into this type of service. Mr. Nelson indicated Hardwick and Morrisville are possibilities.

Mr. Rossi inquired as to whether or not the radio system is to be upgraded next year. Mr. Nelson indicated the project scope and execution plan have not yet been developed. He expects planning meetings for this development to begin next year. The existing system is a very high maintenance system, requiring VELCO to staff the Network Operation Center (NOC) 24X7 during storms to ensure system performance. The upgrade will include moving from analog to digital. All of the radios will need to be changed out. The core engine will need to change, but the towers will remain the same.

OTHER BUSINESS

None

Next meeting

Date: September 19, 2019, 11:00 a.m. – 3:00 p.m.

Location: Green Mountain Power Montpelier, VT

Possible topics for discussion

- Mr. Nelson to speak on FirstNet
- Mr. Nelson to discuss the future VELCO radio network

MOTION TO ADJOURN

Mr. Tripp moved to adjourn, Mr. Burke seconded, and the meeting was adjourned at 02:37 p.m.

Respectfully submitted,

Tina Stevens