Minutes of the December 8, 2011 EDTF – CIE Subgroup meeting

Room 802, 40 Sheppard Ave. West, Toronto

Participating: George Comrie, Jim Finch, Tyson Macaulay, Peter DeVita, Colin Cantlie, Roger Jones, Jordan Max (staff advisor)

Regrets: Ian Marsland, Alana Lavoie, Corneliu Chisu, Dave Adams, John Clark

The meeting started at 7:10 pm.

1. **Approval of Agenda**
   The agenda was approved as presented (Jim/Roger motion)

2. **Approval of November 10th meeting minutes and follow up on action items**
   The November 10 minutes were reviewed. It was noted that the last bullet in the section on the PSC discussion should be reworded:
   - **CIE will consider whom of its members to recommend to the PSC CIE subcommittee, and that CIE would assist PSC in forming its subcommittee.**

   The minutes, as amended, were approved (Jim/Roger motion).

   With respect to the follow up from the minutes:
   - Use of limited licence – we are still waiting for legal opinion from the new lawyer once they are hired
   - ITAC smart grid session – it was determined that no one from CIE was able to attend
   - PSC Draft Terms of Reference for practice guideline – George to do this
   - CIE Strategy document – Jordan amended the document and posted it in Central Desktop
   - ISO 27000 presentation – George has posted the presentation in Central Desktop
   - CIE Scopes of Practice re real-time control systems – Jordan has sent to Roger for amendments

3. **Stakeholder Consultation**
   a. Shared Services Canada – there was discussion that indicated this new body should be consulted with
   b. Regional Stakeholder Events (Ottawa, GTA, Waterloo); George reported he is still trying to arrange these
   c. Response from MGS Telecomm Branch – Jordan confirmed there was no further response to our request.

Action: George to forward the "Got Cyber Security" article to Consulting Engineers Ontario

4. **Phase II Report Outline**

   The group reviewed the NME Phase 2 report Table of Contents and drafted its proposed Table of Contents for the CIE Phase 2 report (see attached).   It was requested that Jordan compile a chart of each section of the Table of Contents indicating which possible information sources could be referenced for content.

   Action: Jordan to create and circulate chart of Phase 2 report section topics and possible information sources.

5. **Other Business**

   George noted that ICTC has a new Executive Director, Namir Anani as of December 1st **.**

6. **Adjournment**

   The next meetings were tentatively set for January 12, 2012 and February 23, 2012 from 6-8:30 pm. The meeting was adjourned (Roger/George motion) at 9:35 pm.

CIE PHASE II REPORT OUTLINE

1. Purpose of report

2. Executive summary

3. Public interest issues – cybersecurity – external threats
   a. business interest – e.g. 7 types of liability insurance, cyberliability ins for engineers

4. Stakeholder analysis
   a. who we talked to and what we learned

5. Profile of the CIE industry and practitioners
   - ICTC research?
   - No standards on hiring for this type of work
   - CSEC - cpsa – need stream 1 qualifications – post-sec, security, 15 yrs exp.
   - EU/US descriptions? Senate bill 777
   - MGS – network vs. security

6. External regulatory landscape
   - federal – legislation, jurisdiction,
   - US SEC – draft guidance to disclose cyber breaches to public
   - Insurance industry – cyber liability

7. External (industry) standards

8. CIE industry emerging operational models
   a. Communications
   b. M to M – e.g. Smart Grid – (privacy) – NERC, utility association (mentioned in phase 1 report) – embedding a comm. network to points of use
   c. cloud computing

9. PEO Regulatory issues
   - Draft definition Scopes of practice
   - Licensure & registration - Academic requirements, experience requirements
   - limited licence
   - Professional guidelines & standards
   - Enforcement (Compliance) considerations and proposals
   - Complaints & Discipline issues
   - Legislation

10. Communications and Public Education Plan
11. Final recommendations
12. Future work

Appendix A - list of stakeholders – include reports