

Consolidated Meeting Minutes

Corporate & Data & Analytics | Weekly Check-In

Date: January 13, 2025

Topics Discussed

1. Status Update on Weekly Summary

- **Accomplishments:**

- 53 locked SSP accounts successfully completed.
- 12 SSP account password resets successfully completed.

- **Ticket Status:**

- CHG0061304 - CIMS App - Disable email alerts: Completed.
- CHG0061305 - Employee Lookup App - Uninstall Mozilla Firefox: Completed.
- CHG0061295 - SOX - Lock SSP accounts: Completed.
- CHG0061296 - SOX - Reset SSP account: Completed.
- INC1306806 - DevonWay Assessment module transfer jobs: Awaiting vendor confirmation.

2. SLA Performance

- All SLA targets for the week were met successfully.

3. Next Steps & Action Items

- Implement NS2 SAP Security Notes.
- Scheduled outages: **DEV/QA (Jan 16), PROD (Jan 23)**.
- Address CVE-2024-47585 in SAP NetWeaver.
- Execute Oracle Collection tool and audit activities.

Conclusion

The team successfully met SLA targets and resolved key tickets. Upcoming tasks will focus on **SAP security mitigation** and **authorization issue resolution**.

Generation & Wholesale | Weekly Check-In

Date: January 15, 2025

Accomplishments

- **Powergads & FENOC:** Updated Notepad++ to prevent vulnerabilities.
- **Esoms:** Resolved integration issues.
- **SAP:** Resolved Tachyon script execution issues.
- **Fire Protection:** Implemented Log4j updates.

Upcoming Activities

- Modify registry configurations for **Wintrust Signature vulnerabilities**.
- Uninstall **Microsoft Access**.
- Continue **Log4j** upgrades.

Conclusion

All reviewed activities were approved, with a focus on **security mitigation** and **certificate renewal tracking**.

Operations Performance & Engineer Productivity | Weekly Meeting

Date: January 15, 2025

Key Performance Metrics

- **Application Availability:** Critical apps: **100%**, Non-critical: **97%**.
- **Incident Response SLA:** **100% compliance**.

Discussion Points

- **Increase in SAP-related tickets** requiring more support.
- **Log4j remediation completed**, with follow-ups for lower-risk systems.
- **Upcoming SSL certificate renewals** (Devonway SaaS, Vision Learning Station).

Conclusion

The focus remains on **SSL renewals**, **SAP ticket handling**, and **continuous monitoring of security vulnerabilities**.

Energy Harbor Change Advisory Board (CAB) Meeting

Date: January 14, 2025

Reviewed Changes

- **Move monitors to SiteScope Production** (CHG0061406) - Approved.
- **Enhancement 722 - File Condensing ERROR 006** (CHG0061387) - Approved.
- **Excel Templates Issue for CRM** (CHG0061344) - Approved.
- **Security Vulnerabilities - Uninstall Microsoft** (CHG0061470) - Approved.
- **WinVerifyTrust Signature Validation CVE-2013** (CHG0061320) - Approved.

Conclusion

All changes were approved with no objections.

Operations Performance & Engineer Productivity | Weekly Meeting

Date: January 22, 2025

Performance Metrics

- **Priority 1 Incident Response Time: 91.03%** (above target).
- **Application Availability: 99.00%.**
- **Change Request Completion Rate: 98.00%.**

Discussion Points

- **High volume of non-SAP tickets** requiring better management.
- **SOX compliance evaluations** ongoing.

Conclusion

The meeting focused on tracking **SLA performance** and ensuring **SOX compliance**.

Energy Harbor Change Advisory Board (CAB) Meeting

Date: January 23, 2025

Reviewed Changes

- **Autosys Batch Corporate Jobs - Modify group** (CHG0061574) - Approved.
- **Remediation of Vulnerability - njazgvtautos003** (CHG0061374) - Approved.
- **Deploy Tenable Agent Reset Instruction** (CHG0061543) - Approved.
- **Oracle Client Upgrade** (CHG0061504) - Approved.
- **Delete Job Schedule in SAP SSP** (CHG0061602) - Approved.

Conclusion

All **15 proposed changes** were approved without major concerns.

Energy Harbor Technical Advisory Board Meeting

Date: January 28, 2025

Approved Tickets

- **Geronimo Syriani:** CHG0061535, CHG0061530
- **Andrea Minaverri:** CHG0061731, CHG0061672, CHG0061673, CHG0061674
- **Pablo Orcellet:** CHG0061740
- **Diego Potenza:** CHG0061788
- **Nicolas Moreno:** CHG0061689
- **Lucas Garzarella:** CHG0061766
- **Ignacio Castillo:** CHG0061772
- **Mario Mitov:** CHG0061723, CHG0061784
- **Juan Vázquez:** CHG0061720

Conclusion

All changes were approved, and **execution timelines were validated**.

Energy Harbor Change Advisory Board (CAB) Meeting

Date: January 30, 2025

Final Comments

- **All listed changes were approved**, except for **Lucas Garzarella's request**, which remains on hold.
- Owners must **adhere to scheduled timelines** to prevent execution delays.

Conclusion

All pending tickets were **successfully reviewed**, and no blockers were identified.

Energy Harbor Change Advisory Board (CAB) Meeting

Date: January 16, 2025

Reviewed Changes

- **Move monitors to SiteScope Production** (CHG0061406) - Approved.
- **Enhancement 722 - File Condensing ERROR 006** (CHG0061387) - Approved.
- **Excel Templates Issue for CRM** (CHG0061344) - Approved.
- **Patching of EH Windows Test Windows plant** (CHG0061428) - Approved.
- **Security Vulnerabilities - Uninstall Microsoft Software** (CHG0061470) - Approved.
- **WinVerifyTrust Signature Validation CVE-2013** (CHG0061320) - Approved.
- **Colorado DR Storage Cluster Firmware Update** (CHG0061419) - Approved.

Conclusion

The CAB meeting focused on **security vulnerabilities, system updates, and CRM fixes**. All proposed changes were approved and prioritized for execution.

Energy Harbor Change Advisory Board (CAB) Meeting

Date: January 21, 2025

Reviewed Changes

- **Deploy Tenable Agent Reset Instruction** (CHG0061543) - Approved.
- **Autosys Batch Corporate Jobs - Modify Group** (CHG0061574) - Approved.
- **Remediation of Vulnerability - njazgvtautos003** (CHG0061374) - Approved.
- **Oracle Client Upgrade to Oracle 19** (CHG0061504) - Approved.
- **Delete Job Schedule in SAP SSP** (CHG0061602) - Approved.
- **Patch PROD/NON-SAP Windows VMs (Jan 24-25)** (CHG0061580) - Approved.
- **SAP Windows PROD Monthly Patching** (CHG0061550) - Approved.
- **Test Failover for Wireless Controllers at Alpharetta** (CHG0061609) - Approved.

Conclusion

The meeting focused on **system updates, security patches, and job schedule maintenance**. All proposed changes were approved.