



FEDERAL PKI POLICY AUTHORITY

April 10, 2012 MEETING MINUTES

**USPS Headquarters
475 L'Enfant Plaza, SW
Conference Room: 4841
Washington, DC
9:30 a.m. – 12:00 a.m. EST**

9:30	Welcome, Opening Remarks & Introductions	Deb Gallagher, Chair
9:35	Discuss / Vote on March 6, 2012 FPKIPA Minutes	Matt King
9:40	Vote to Approve Exostar's Application for Cross-Certification	Matt King
9:50	Discuss/Vote: Registration Authority Audit Requirements Change Proposals (FBCA and Common)	Matt King
10:10	FPKIPA Chair Update	Deb Gallagher
10:30	FPKI Management Authority (FPKIMA) Report	Darlene Gore
11:00	FPKI Certificate Policy Working Group (CPWG) Report 1. PKI Health Metrics 2. NIST 800-53 Rev 4 Comments/Discussion	Charles Froehlich
11:30	VA Status Update	Eric Jurasas
11:35	Other Agenda Items <ul style="list-style-type: none">○ <i>ICAM Update</i>○ <i>If you cannot attend, please designate a proxy</i>○ <i>Next FPKIPA meeting, May 6, 2011</i>	Deb Gallagher
12:00	Adjourn Meeting	Deb Gallagher

A. ATTENDANCE LIST

a. Voting Members

Organization	Name	T – Telephone P – In Person A – Absent
Department of Defense (DOD)	O'Brien, Shawn	A
Department of Energy (DOE)	Thomas, Michele	T
Department of Health & Human Services (HHS)	Slusher, Toby	P
Department of Homeland Security (DHS)	Miller, Tanyette (Proxy for Don Hagerling)	P
Department of Justice (DOJ)	Morrison, Scott	P
Department of State (State)	Rice, Barry	T
Department of Treasury (Treasury)	Wood, Dan	P
Drug Enforcement Administration (DEA CSOS)	Briggs, Sherrod (Proxy for Chris Jewell)	T
Government Printing Office (GPO)	Hannan, John	T
General Services Administration (GSA)	Gallagher, Deb	T
National Aeronautics & Space Administration (NASA)	Wyatt, Terry	T
Nuclear Regulatory Commission (NRC)	Sulser, David	P
Social Security Administration (SSA)	Mitchell, Eric	T
United States Postal Service (USPS)	Stepongzi, Mark	P
United States Patent & Trademark Office (USPTO)	Kless, Patricia	T
Veterans Administration (VA)	Jurasas, Eric	A

b. Observers

Organization	Name	T – Telephone P – In Person A – Absent
FPKIMA Technical Liaison (Contractor, Protiviti)	Brown, Wendy	P
FPKIMA (Contractor, Protiviti)	Jarboe, Jeff	P
DoS (Contractor, ManTech)	Froehlich, Charles	P
State (Contractor)	Jung, Jimmy	T
FPKIPA (Contractor, Protiviti)	King, Matt	P
FPKIPA (Contractor, Protiviti)	Louden, Chris	T
FPKIPA (Contractor, Protiviti)	Silver, Dave	T
CertiPath	Spencer, Judy	P
Safer Institute	Boley, Ken	P
Exostar	Baker, George	P
SSA (Contractor)	Keady, Amy	T
FPKIMA	Gore, Darlene	T
DoD	Ryan, George	T
USPTO (Contractor)	Jain, Amit	T
Exostar	Takanti, Vijay	P
IdenTrust	Cox, Jerry	P

B. MEETING ACTIVITY

Welcome, Opening Remarks & Introductions, Deb Gallagher

The Federal Public Key Infrastructure Policy Authority (FPKIPA) met at the USPS Headquarters located at 475 L'Enfant Plaza SW, Washington, DC. Ms. Deb Gallagher, Chair, called the meeting to order at 9:37 a.m. EST. Those present, both in person and via teleconference, introduced themselves.

Discuss / Vote on March 6, 2012 FPKIPA Minutes, Matt King

There was a vote to approve the March 6, 2012 FPKIPA minutes. Treasury motioned to approve; USPS seconded. The motion was approved unanimously. Mr. Matt King noted that DoD had sent their votes (approving all votes to be held today) prior to the meeting.

Approval Vote for March 6, 2012 FPKIPA Minutes			
Voting members	Vote (Treasury Motion; USPS Seconded)		
	Yes	No	Abstain or Absent
Department of Defense (DOD)	√		
Department of Energy (DOE)	√		
Department of Health & Human Services (HHS)	√		
Department of Homeland Security (DHS)	√		
Department of Justice (DOJ)	√		
Department of State (State)	√		
Department of the Treasury (Treasury)	√		
Drug Enforcement Administration (DEA CSOS)	√		
Government Printing Office (GPO)	√		
General Services Administration (GSA)	√		
National Aeronautics & Space Administration (NASA)	√		
Nuclear Regulatory Commission (NRC)	√		
Social Security Administration (SSA)	√		
United States Postal Service (USPS)	√		
United States Patent & Trademark Office (USPTO)	√		
Veterans Administration (VA)			Absent

Vote to Approve Exostar's Application for Cross-Certification, Matt King

There was a vote to approve Exostar's application for cross-certification with the Federal Bridge Certification Authority (FBCA). Discussion was held. Mr. George Baker, the Exostar PMA Chair, and Mr. Vijay Takanti provided an overview and background regarding their application. They explained that Exostar was a founding partner of CertiPath and that Exostar supports a number of customers in the defense and aerospace market. They are currently branching out to other industries including the healthcare industry. Currently, Exostar has issued approximately 20,000 Medium and Medium Hardware certificates. This application will be for a new instantiation of their CA (which will support SHA-2). No objections to the Exostar application were raised during the discussion.

Treasury motioned to approve; USPS seconded. The motion was approved unanimously.

Approval Vote for Exostar's Application for Cross-certification			
Voting members	Vote (Treasury Motion; USPS Seconded)		
	Yes	No	Abstain or Absent
Department of Defense (DOD)	√		
Department of Energy (DOE)	√		
Department of Health & Human Services (HHS)	√		
Department of Homeland Security (DHS)	√		
Department of Justice (DOJ)	√		
Department of State (State)	√		
Department of the Treasury (Treasury)	√		
Drug Enforcement Administration (DEA CSOS)	√		
Government Printing Office (GPO)	√		
General Services Administration (GSA)	√		
National Aeronautics & Space Administration (NASA)	√		
Nuclear Regulatory Commission (NRC)	√		
Social Security Administration (SSA)	√		
United States Postal Service (USPS)	√		
United States Patent & Trademark Office (USPTO)	√		
Veterans Administration (VA)			Absent

Discuss/Vote Registration Authority (RA) Audit Requirements Change Proposals (FBCA and Audit), Matt King

There was a vote to approve the RA Audit Requirements change proposals. Mr. Charles Froehlich provided a summary of both change proposals and the updated audit guidance document. These change proposals provide additional clarification about auditing PKIs where some components are operated by organizations that are not managed by the Policy Management Authority (PMA). The Audit Guidance Document describes different options for conducting audits and submitting audit packages:

An audit compliance package must consist of one of the following:

1. *A single Auditor Letter of Compliance, signed by the auditor, covering all PKI components and functions under the overall responsibility of the Entity PKI PMA, including those that are separately managed and operated. A template for the Auditor Letter of Compliance can be found in **Error! Reference source not found.***
2. *Multiple Auditor Letters of Compliance, signed by their respective auditors, covering the Principal CA and all PKI components and functions under the overall responsibility of the Entity PKI PMA, including those that are separately managed and operated. A template for the Auditor Letter of Compliance can be found in **Error! Reference source not found.***
3. *Both of the following:*
 - a. *An Auditor Letter of Compliance, signed by the auditor, covering the Principal CA and any other components (CSSs, CMSs, RAs) covered in that audit. A template for the Auditor Letter of Compliance can be found in **Error! Reference source not found.***
 - b. *Auditor Compliance Summary(ies) signed by the auditor(s) who performed the summary review, covering all PKI components and functions not covered by the Principal CA Audit Letter. Each auditor conducting a summary review must be sufficiently organizationally separated from the entity(ies) that performed the audits and from the Entity PKI to provide an unbiased independent evaluation. A template for the Auditor Compliance Summary can be found in **Error! Reference source not found.***

It was noted that agencies who use commercial Shared Service Providers (SSPs) or the Managed Services Office (MSO) may need to modify their contracts to ensure the requirements are met, but the change proposals do not introduce any new requirements and simply provide clarification on options for meeting existing requirements. Mr. Dan Wood suggested that the change proposals help the FPKI manage accountability and clarifies the communication path related to audit.

HHS motioned to approve; NRC seconded. The motion was approved unanimously.

Approval Vote for RA Audit Requirements Change Proposals			
Voting members	Vote (HHS Motion; NRC Seconded)		
	Yes	No	Abstain or Absent

Department of Defense (DOD)	√		
Department of Energy (DOE)	√		
Department of Health & Human Services (HHS)	√		
Department of Homeland Security (DHS)	√		
Department of Justice (DOJ)	√		
Department of State (State)	√		
Department of the Treasury (Treasury)	√		
Drug Enforcement Administration (DEA CSOS)	√		
Government Printing Office (GPO)	√		
General Services Administration (GSA)	√		
National Aeronautics & Space Administration (NASA)	√		
Nuclear Regulatory Commission (NRC)	√		
Social Security Administration (SSA)			Absent
United States Postal Service (USPS)	√		
United States Patent & Trademark Office (USPTO)	√		
Veterans Administration (VA)			Absent

FPKI Chair Update, Deb Gallagher

This report was not given due to time constraints.

FPKI Management Authority (FPKIMA) Report, Darlene Gore

Ms. Darlene Gore presented the FPKIMA report. The FPKIMA will be conducting a survey (approximately 4-5 questions) of the FPKI Community to determine how the FPKIMA can improve its services. One example of such services is guidance on how to develop a Certification Practice Statement (CPS). Mr. Froehlich mentioned that a CPS guidance document developed for the National Security Staff (NSS) community may be useful to the FPKIMA.

The FPKIMA will present a "PKI 101" session at the GSA Expo in May 2012.

The FPKIMA contacted Thursby (vendor with a card reader for the iPhone), who as a result of the call will now distribute the Common Policy root certificate with their application, which does not use the iOS trust store. Apple notified the FPKIMA that when the Common Policy root certificate was added to the MAC OS trust store, it also

was added to the trust store distributed with iOS which means the Common Policy root certificate is distributed by default with iPhones and iPads.

The FPKI Audit Letter has been submitted to the FPKIPA chair for approval. The directory usage graph was also presented and discussed. The spikes in usage are not currently understood, and more analysis is being conducted to determine the reasons for increased traffic.

After Ms. Gore's report, Mr. Toby Slusher raised a concern about maintenance windows for the FPKI that occur during business hours. Mr. Slusher noted that the FPKI has become critical infrastructure for HHS as they begin to move toward requiring PIV for LACS. Mr. Slusher asked how agencies that rely on the FPKI help ensure that the funding to support the FPKI matches the critical nature of the program. Ms. Judy Spencer suggested that agencies make their concerns known to GSA, OMB, and the CIO Council -- that the FPKI is critical to all agencies and it should be funded appropriately, especially as demand grows.

The April 17, 2012 TWG meeting is postponed. A new date will be announced.

FPKI Certificate Policy Working Group (CPWG) Report, Matt King

a. PKI Health Metrics

A discussion of the approach to the PKI Health Metrics effort was held at the CPWG. DoD objected to the approach because the DoD PKI PMO does not and cannot track these types of metrics. In addition, the Department of State will not respond to requests for these metrics unless it's an OMB or other mandate. While the CPWG agreed to and captured the main goals, it was agreed that this effort would be suspended until a future date.

b. NIST SP 800-53 Rev 4 Comments/Discussion

The CPWG discussed the comments to NIST Special Publication (SP) 800-53 Rev 4. The comments were submitted on behalf of the FPKI on April 6, 2012. The comments included specific references to the FPKI security controls profiles (overlays). In addition, Mr. Froehlich noted that Dr. Ron Ross made a number of very positive comments about our work on the FPKI Security Profiles, suggesting that they were "groundbreaking" and created a path for development of additional overlays.

VA Status Update, Eric Jurasas

No representatives from VA attended this meeting and no update was provided.

ACTION: None

Other Agenda Items, Deb Gallagher

Upcoming Meeting/Event	Date
ISIMSC	May 9, 2012
CPWG & TWG	Postponed
ICAMSC	April 25, 2012
IAB	April 25, 2012
GSA Expo	May 15-17, 2012
DoD IPM Conference	May 15-17, 2012
ISIMSC	May 9, 2012

Adjourn Meeting

Mr. King adjourned the meeting at 11:15 a.m. EST.

FPKIPA Action Items

No.	Action Statement	POC	Start Date	Target Date	Status
433	Matt King will place a deadline for C4CA responses for the first August CPWG for all agencies to provide their position on the necessity of the C4CA	Matt King	July 12, 2011	August 8 2011	Closed
434	Ms. Brown will send the MA report to the PA after changing the TWG date.	Wendy Brown	July 12, 2011	July 19, 2011	Closed
435	Ms Cheryl Jenkins will arrange an ad hoc meeting with Microsoft to address the CAPI path validation issues prior to Sept 15, 2011	Cheryl Jenkins	July 12, 2011	September 15, 2011	Closed
436	Ms. Gallagher will send an email with the request for a statement of need for removing the non-revocable certificates to the voting PA members .	Deb Gallagher	July 12, 2011	August 9, 2011	Closed
437	Mr. Matt King will send the EGTS briefing to the group	Matt King	July 12, 2011	August 9, 2011	Closed
438	Ms Gallagher will publish the Digital Signature Guidance once a final review is complete; will be published on the web as well.	Deb Gallagher	July 12, 2011	September 13, 2011	Open

No.	Action Statement	POC	Start Date	Target Date	Status
439	Ms. Wendy Brown and Mr. Matt King work to establish a fed-only email list.	Matt King / Wendy Brown	August 9, 2011	December 13, 2011	closed
442	Mr. King will send ORC PIV-I testing documentation and E-vote to the FPKIPA mail list	Matt King	August 9, 2011	September 13, 2011	Closed
443	Mr. King will send DigiCert audit letter and E-vote to the FPKIPA mail list	Matt King	August 9, 2011	September 13, 2011	Closed
446	The Timestamp Server White Paper will be added to the CPWG and FPKIPA agendas.	FPKIMA	August 9, 2011	September 13, 2011	Closed
449	All FPKIPA members shall submit their nomination for a new FPKIPA Chair to Ms. Gallagher and Mr. King by October 31, 2011	All Voting Members	September 13, 2011	October 31, 2011	Closed
450	Ms. Mitchell will provide DoD Lessons Learned from the LDAP transition by Oct 6, 2011.	Debbie Mitchell	September 13, 2011	October 6, 2011	Closed
451	At the 25 October meeting, the CPWG will add language to the FPKIPA Charter – Option B indicating that the CIO Council will appoint the FPKIPA Chair from a list of nominees put forward by the FPKIPA membership	Matt King	October 18, 2011	October 25, 2011	Closed

No.	Action Statement	POC	Start Date	Target Date	Status
452	At the 25 October meeting, the CPWG will discuss revising the FBCA Device Change Proposal to address Mr. Cooper's concerns that language in the FBCA change proposal was unnecessary	Matt King	October 18, 2011	October 25, 2011	Closed
453	Mr. Matt King to obtain Ms. Gallagher's signature on Charter and post to idmanagemnt.gov	Matt King	Nov 8, 2011	Dec 13, 2011	Closed
454	Ms. Gallagher and Mr. King to find out what's needed to participate in CAB Forum.	Matt King, Deb Gallagher	Nov 8, 2011	Dec 13, 2011	Open
455	Mr. Hancock of VA will send the VA status briefing presented in the 8 November FPKIPA meeting to Matt King for distribution and report back with a VA mitigation plan at the next FPKIPA meeting.	Matt King, John Hancock (Va)	Nov 8, 2011	Dec 13, 2011	Closed
456	Mr. King to distribute the VA briefing summarizing actions taken as of November 8, 2011 once the briefing is received from VA.	Matt King	Nov 8, 2011	Dec 13, 2011	Closed
457	Mr. Matt King will consult Mr. John Cornell and Mr. Tim Polk to determine if the intent of the Common Policy audit requirements is to require an Audit Letter or a full Audit Report.	Matt King	Dec 13, 2011	Jan 10, 2012	Closed

No.	Action Statement	POC	Start Date	Target Date	Status
458	Mr. Matt King will evolve the document tracking table to provide detailed status for the FPKI Community (NIST documents that are in the review process should also be included).	Matt King	Dec 13, 2011	Mar 30, 2012	Open
459	Mr. Matt King will distribute the VA Status Update to the FPKIPA Mail List when Mr. Eric Jurasas provides a copy	Matt King	Jan 10, 2012	Jan 20, 2012	Closed