

ROSWELL PARK CANCER INSTITUTE CORPORATION
IT Oversight Committee Meeting

Minutes of the Roswell Park Cancer Institute Board IT Oversight Committee meeting held Thursday, March 9, 2017 at 8:30 AM in the Patrick P. Lee Board Room, 9th floor of the Scott Bieler Clinical Sciences Center.

Present: Ken Manning, Esq., Chair
Gregory Daniel, MD
Anne Gioia (telephonically)
Chuck Fried
Inder Koul (telephonically)
Chris Lorenz
Dan Magnuszewski
Elyse NeMoyer (telephonically)
Julieta Ross (telephonically)
Candace Johnson, PhD, President & CEO

Excused: Shaun Stoltz

Staff: Christopher Darlak, Deputy CIO
Betsy Doty-Lampson, Administrator –Board of Directors
Victor Filadora, MD, Chief of Clinical Services
Shirley Johnson, Senior Vice President / Chief Nursing Officer
Patient Care & Nursing Services
Kerry Kerlin, Chief Information Officer
Kim Ritze, Chief Information Security Officer
Everett Weiss, MD Chief Medical Information Officer

I. Chairman’s Opening Remarks

Mr. Manning welcomed all and thanked everyone for attending.

II. Minutes

Mr. Manning asked for a motion to approve the November 29, 2016 minutes, *which was made by Ms. NeMoyer, seconded by Ms. Anne Gioia and unanimously approved.*

III. Approvals

Consulting

Mr. Kerlin indicated that with the demands of maintaining adequate IT staffing they will continue to use agency staffing services. IT management is requesting approval to increase the spending limit from \$3 million over a three year period for IT staffing services from our key partners to \$4.5 million. This will allow purchases to be consolidated into fewer agreements and reduce administrative effort. Mr. Kerlin reiterated that this request requires no new funding.

Mr. Manning asked for a motion to approve the spending limit increase of \$1.5M which was made by Ms. Anne Gioia and seconded by Ms. NeMoyer and unanimously approved.

Cisco Switch Refresh

Mr. Kerlin spoke next on the replacement of 68 Cisco access switches. This purchase will provide a unified solution for reliable wired and wireless access, and support the entire Roswell Park campus. The cost for these switches will be \$953,777. Funding will be provided from the IT FY18 capital budget.

Mr. Manning asked for a motion to approve the cost of \$953,777 to replace the 68 Cisco access switches, which was made by Ms. Anne Gioia and seconded by Ms. NeMoyer and unanimously approved.

Updates:

ERP

Mr. Darlak spoke next on engaging with KPMG. KPMG was selected as the vendor of choice, based upon a formal selection process and competitive bid, to lead the ERP selection project. In a few weeks KPMG will be brought in to kick off the project, extensively review the requirements outlined in the previous bids and help IT determine vendors with the best fit and lead the team through a selection process. Advice also will be given on contract negotiations and key terms that the team should be looking for before going into the negotiations.

Mr. Kerlin indicated that the reason for this second selection process is that there are key products that were not available the first time around that are available now. He indicated that healthy discussions were given at the last IT Board meeting and that the advice given would be incorporated in the criteria going forward.

Data Center

Mr. Kerlin indicated that there was a weather related power outage that the Committee is aware of from the last meeting. He indicated that, based on this experience, the need for a secondary data center in an off-site location was approved by Finance in January. The final planning meeting with the prospective vendor happened this past Tuesday and a green light to move forward was given by all parties. Mr. Kerlin stated that monies have been budgeted to move additional equipment off-site in future years but the movement of the IT industry to cloud computing may eventually eliminate the need for traditional data centers.

Mr. Fried made a motion to move into Executive Session for the purpose of reviewing and discussing the Revenue Cycle Updates and the specific Cybersecurity Program updates, said motion was seconded by Ms. Lorenz and unanimously approved.

Revenue Cycle Updates

Mr. Kerlin spoke next on the Revenue Cycle updates. He indicated that a final report is being vetted and should be ready for review in June. Dr. Johnson noted that this project is tied to same extent to the replacement of the electronic health record, which is also under review.

Dr. Johnson said that a community solution is being discussed with the other WNY health systems, which is in the best interests of the patients. She is hoping that if joined together with other entities the State may contribute funding towards the project. After much discussion with the

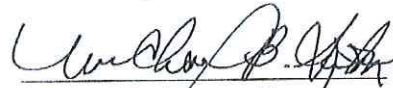
committee it was thought that perhaps a consultant would be best to bring all interested parties together.

Cybersecurity & Information Security Program Update

Ms. Ritze updated on cybersecurity and improvements that will be made throughout the Institute along with upcoming initiatives of Mobile Device Management; Data Center Network Segmentation and Next Generation Firewall upgrades.

Mr. Manning asked for a motion to return to Open Session which was made by Ms. Lorenz and seconded by Ms. Anne Gioia and unanimously approved.

Mr. Manning asked for a motion to adjourn the meeting which was made by Ms. NeMoyer and seconded by Ms. Anne Gioia and unanimously approved.



Michael B. Sexton, Secretary