

ROSWELL PARK CANCER INSTITUTE CORPORATION
IT OVERSIGHT COMMITTEE
of the
BOARD OF DIRECTORS

A meeting of the IT Oversight Committee of the Board of Directors of Roswell Park Cancer Institute Corporation was held on Wednesday, September 6, 2023, at 8:30 a.m. in the Patrick P. Lee Board Room, 9th Floor, Scott Bieler Clinical Sciences Center.

Present: Candace Johnson, PhD, President & Chief Executive Officer – Meeting Chair
Chuck Fried (*via Teams*)
Elyse NeMoyer (*via Teams*)
Gail Mitchell, Esq. (*via Teams*)
Hannah Taylor (*via Teams*)
Shaun Stoltz (*via Teams*)

Excused: Genevieve Schimpfle
Gregory Daniel, MD
Jason LeRoy
Meghan Corcoran

Present by Invitation: Adam Rosen, Chief Information Security Officer
Ami Coleman, Director, IT Quality Assurance
Betsy Doty-Lampson, Administrator to the Board of Directors
Christopher Dahl, Executive Director, Clinical & Revenue Cycle Systems
Christopher Darlak, Deputy Chief Information Officer
Eugene Cullen, Vice President, Internal Audit
Kathleen Mastrobattista, Executive Director,
Corporate Compliance & Patient Privacy (*via Teams*)
Katrina Rodenhaus, IT Systems Analyst
Kristin Schwartz, Director, Health Informatics
Lauren Bruckner, MD, PhD, Chief Medical Information Officer (*via Teams*)
Laurel DiBrog, Senior Vice President
& Chief Marketing & Communication Officer (*via Teams*)
Leigh Palladino, Esq., Associate General Counsel
Michael B. Sexton, Esq.,
Senior Vice President & Chief Legal Officer - Secretary
Paul Visco, Vice President & Chief Technology Officer
Raghu Ram, MD, Vice President, Value-Based Care Optimization &
Community Clinical Collaboration (*via Teams*)
Ryan Grady, Chief Financial Officer
Steven Gallo, Director, Digital Transformation
Thomas Furlani, PhD, Chief Information Officer

Opening/Approval of Meeting Minutes

Dr. Johnson announced that she will serve as interim Committee Chair until a replacement is named for Ken Manning, Esq., who recently retired from the Board of Directors. She then turned to a review of the Minutes from the Committee meeting held on May 31, 2023. There being no questions or comments heard, *a motion for approval was made by Ms. NeMoyer, seconded by Ms. Mitchell, and unanimously carried.*

The meeting was then turned over to Dr. Furlani for a review of the various IT matters on the agenda.

Information Technology Update

Revenue Cycle Update

Dr. Furlani called on Mr. Grady for a brief review of the status of Roswell Park's revenue cycle management project, which continues to progress well to date and is under budget. The project is 9 months into the 18-month "Phase 3" implementation phase, and since the Committee's last meeting, the EHR upgrade and patient access redesign initiatives have been completed, with the new system build reaching 80% completion. The project remains on track for a "go-live" date of July 1, 2024. Mr. Grady anticipates that lagging milestones will be back on track within the month and thanked Mr. Fried and Mr. Stoltz for their ongoing participation in the revenue cycle subcommittee that meets regularly to oversee the project. In response, Mr. Stoltz explained that in his experience and from a project management perspective, the status of the project milestones is appropriate and normal given the magnitude of this project and of no concern to him in terms of overall project delivery.

IT Update

Following Mr. Grady, Dr. Furlani continued the IT update with a review of the following initiatives:

1. *IT Student Intern Program:* Ami Coleman explained that the IT Department established a semester/trimester co-op program open to all matriculated college students with the purpose of providing a well-rounded experience in IT that is of mutual benefit to the intern and Roswell Park. Dr. Furlani gave a brief overview of the contributions of the 3 interns that just completed the program at Roswell Park, including advancements in the functionality of the MyRoswell mobile application and the creation of a database interface to streamline new automation test cases and data configurations for the revenue cycle replacement project. The Committee noted the importance of this program, the benefits to both Roswell Park and the students, and the opportunity the program affords for Roswell Park to recruit and create a retention pipeline for historically hard-to-find IT candidates, including women and minorities.
2. *Wireless Upgrade Progress:* Since the Committee's last meeting, the wireless internet transition from CISCO to MIST concluded, affording significantly better WIFI coverage across Roswell Park's campus. The upgrade provides capability not previously possible, including location services that allow for asset and patient tracking and wayfinding.

3. *Distributed Antenna System (DAS) Project:* Explained by Dr. Furlani, DAS is a network of antennas connected to a common source and distributed throughout campus to extend cellular wireless network coverage. Roswell Park's current system is 10+ years old, and this project, funded by Verizon with a target completion date of January 2024, will provide greatly improved cellular coverage on campus for patients, families, and staff.
4. *New EHR:* Due diligence has begun in preparation to select and implement a new EHR, which commenced with the issuance of an RFI to EHR vendors (Epic, Cerner, Meditech, Altera) and the publication of a second RFI for an EHR implementation partner. The purpose of each RFI is to obtain financial data for planning purposes, and responses to both are under review. An RFP will be issued in October for EHR Selection Services.
5. *CIO Search Update:* With Dr. Furlani retiring early January 2024, a national search has commenced to find Roswell Park's next Chief Information Officer. The search committee has received over 30 applications - 5 internal and 25+ external - and the first round of interviews with 11 external candidates is nearly complete. Interviews with internal candidates remain ongoing, and the search committee intends to bring ~4 external candidates and all 5 internal candidates to the second round of interviews.

To conclude the IT update, Dr. Furlani introduced Ms. Schwartz, Ms. Rodenhaus, and Ms. Coleman to discuss the impact of the revenue cycle replacement project on their various teams within Roswell Park's IT Department (EHR, Data ETL, and ITQA, respectively). Ms. Schwartz's presentation focused on the changes to Roswell Park's existing EHR that are necessary to implement AthenaIDX, emphasizing that proper integration and having a transition plan is crucial to ensure smooth operations, data continuity, and the promotion of patient care and safety throughout "go live". Ms. Rodenhaus focused on data "ETL" (extract, transform, load), which is used to combine data for long-term use in data warehouse structures and is utilized for business intelligence, reporting, and internal and external systems. Finally, Ms. Coleman presented on the required software testing at each phase of the project to identify and document defects and issues as early as possible.

Upon a motion made by Ms. NeMoyer, seconded by Mr. Stoltz and unanimously approved, the Committee moved to Executive Session for the purposes of receiving and discussing reports on security infrastructure from the Information Security Department.

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[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Upon a motion made by Ms. NeMoyer, seconded by Mr. Stoltz and unanimously approved, the Committee returned to Open Session for the duration of the meeting.

Adjournment

Before the meeting was adjourned, Dr. Furlani concluded by discussing recent IT Department community outreach engagements, including participation in Roswell Park’s annual Juneteenth celebration and the City of Buffalo’s Corporate Challenge and donation of 20 refurbished laptops to Harvest House Ministry Center for career training and testing. He then congratulated Mr. Visco for being named in Becker’s Hospital Review’s “30 Health IT & Revenue Cycle Up-and-Comers in 2023” and his colleagues who participated in the 11 Day Powerplay and Empire State Ride.

There being no further business before the Committee, *a motion for adjournment was made, duly seconded, and unanimously carried.*

Respectfully submitted,

Michael B. Sexton, Esq., Secretary