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

A meeting of the IT Committee of the Board of Directors of Roswell Park Cancer Institute Corporation was held on Wednesday, March 14, 2024, at 8:30 a.m. in the Patrick P. Lee Conference Room, 9th Floor, Scott Bieler Clinical Sciences Center.

Present:	Candace Johnson, PhD, President & Chief Executive Officer
	Chuck Fried
	Elyse NeMoyer – Committee Chair
	Genevieve Schimpfle
	Jason LeRoy (*via Teams*)
	Gregory Daniel, MD (*via Teams*)
	Meg Corcoran (*via Teams*)
Excused:	Shaun Stoltz
	Gail Mitchell
Present by Invitation:	Adam Rosen, Chief Information Security Officer
	Betsy Doty-Lampson, Administrator to the Board of Directors
	Buddy Hickman, Chief Digital and Information Officer
	Christopher Darlak, Deputy Chief Information Officer (*via Teams*)
	Eugene Cullen, Vice President, Internal Audit (*via Teams*)
	Kathleen Mastrobattista, Executive Director, Corporate Compliance & Patient Privacy
	Lauren Bruckner, MD, PhD, Chief Medical Information Officer
	Leigh Palladino, Esq., Assistant Vice President & Deputy General Counsel
	Martins Innus, Director, IT Infrastructure
	Michael B. Sexton, Esq., Senior Vice President & Chief Legal Officer - Secretary
	Paul Visco, Vice President & Chief Technology Officer
	Ryan Grady, Chief Financial Officer

Opening/Approval of Meeting Minutes

The meeting was brought to order by the chairman, Elyse NeMoyer who asked for a review of the minutes of the IT Committee meeting held November 29, 2023. *A motion for approval was made by Dr. Johnson, seconded by Dr. Daniel, and unanimously carried.*

Mr. Hickman, Roswell Park's new Chief Digital Technology Officer introduced himself to the Committee. Mr. Hickman spent twenty three years in healthcare IT in a variety of roles including CIO role, and prior to that had significant experience as a partner at Price Water House Coopers

firm. He indicated he has immersed himself at Roswell Park for his first eight weeks to get as much of a full picture of the Department and IT environment as possible. He indicated that he has significant cyber security experience and anticipates partnering with Adam Rosen in this regard.

At this point, Dr. Johnson made a motion for executive session for the purpose of hearing status reports on information security and revenue cycle project matters. Her *motion was seconded by Ms. NeMoyer, and unanimously approved.*

Mr. Rosen then turned to updating the Committee on the Change Healthcare ransomware attack. Upon having notice of the attack, Roswell Park promptly disconnected from Change Healthcare's system, which it is hoped limited exposure of Roswell Parks systems.

Mr. Rosen indicated that up to this point, Roswell Park has not identified any evidence of an infiltration of the Roswell system associated with the Change Healthcare attack. Roswell is waiting for a signal that it is safe to re-connect to the Change Healthcare system. At the time that signal is received, an assessment will be made as to whether that is advisable. Change Healthcare has given no word on whether and the extent to which patient healthcare information of its clients was compromised.

Mr. Hickman and Mr. Grady then gave an update on the revenue cycle project. There are currently 150 people working on the project and the project is on schedule now that the go live date has been moved to August 31st from June. A number of issues were uncovered creating the

advisability of moving the go live date back three months. End to end testing has now started. Ten of fifty   test scripts have been run so far. Mr. Hickman presented a Gannt chart showing the tasks ahead of the scheduled implementation. Mr. Grady reviewed the budget for the project indicating that currently the project is $2 million favorable to budget, if that holds the costs would be $53 million as opposed to the established $55 million budget.

Dr. Johnson then moved to return the meeting to open session, which was seconded by Ms. NeMoyer and unanimously approved.

Dr. Bruckner presented optimization models for the clinic reset program, which is a project for implementation new workflows in the clinics. Part of the rationale for this project is also to get the organization ready for the likely implementation of a new electronic medical record in the near future, and for efficiency enhancement.

 The project is intended to deliver one to one to one care model, representing one physician, one APP, and one registered nurse for each patients. The program will develop competency for new staff and new expectations for staff will be implemented as well. She presented a timeline noting that the project is ahead of schedule and the expectation is commencement of clinic implantation by mid-April.

Dr. Bruckner indicated that phase two of the project, involving clinic workflows reset, will optimize workflows and standardized activities in the clinic, with the expectation of improving patient experience and outcomes. This also will be foundational for the EMR transition.

Mr. Innus presented on the enterprise network upgrade, which involves a total upgrade of Roswell Park's network infrastructure. A full analysis was done by an outside consultant and several single points of failure were identified. Mr. Innus presented a diagram of the network, and demonstrated what the full core network rebuild will look like. In response to a question, Mr. Innus indicated that overall this will make the entire network less likely to go down in the future.

Mr. Hickman presented on the IT capabilities maturity initiative. This will be a measuring process, measuring content and outcome capabilities. The purpose is to enable accountability across the system and provide baselines for performance. The project will involve self-assessment, and internal validation, with satisfaction surveys to enable measurement of success.

Mr. Hickman noted that on deck will be a three year strategic plan for IT governance. This will identify application and digital needs as well as infrastructure needs. Cyber security upgrading laws will be a significant element, as will preparation for an EMR change.

<u>Adjournment</u>

After a dialogue among the Committee members, and there being no further business before the meeting*, a motion for adjournment was made by Dr. Johnson, seconded by Dr. Daniel and unanimously approved.*

Respectfully submitted,

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Michael B. Sexton, Esq., Secretary