

ROSWELL PARK CANCER INSTITUTE CORPORATION
IT Oversight Committee Meeting

A meeting of the IT Oversight Committee of Roswell Park Cancer Institute Corporation was held on Thursday, May 7, 2020 at 8:30 a.m. in the Scott Bieler Clinical Science Center, 9th Floor, Patrick P. Lee Board Room.

Present: Ken Manning, Esq., Chair (via Webex)
Gregory Daniel (via Webex)
Chuck Fried (via Webex)
Chris Lorenz (via Webex)
Gail Mitchell (via Webex)
Elyse NeMoyer (via Webex)
Genevieve Schimpfle (via Webex)
Shaun Stoltz (via Webex)
Hannah Taylor (via Webex)
Candace Johnson, PhD, President & CEO

Excused: Meghan Corcoran
Michael Joseph

Staff: Eugene Cullen, Vice President, Internal Audit (via Webex)
Christopher Dahl, Director, Clinical and Revenue Applications (Webex)
Christopher Darlak, Deputy Chief Information Officer
Laurel DiBrog, Chief Marketing and Communication Officer
Betsy Doty-Lampson, Administrator -Board of Directors
Thomas Furlani, Chief Information Officer
Martins Innus, IT Infrastructure Projects Team Manager (via Webex)
Boris Kuvshinoff, Chief Medical Officer (via Webex)
Gregory A. McDonald, Chief Financial Officer
Michael Pilato, Director, IT Infrastructure (via Webex)
Raghu Ram, Vice President of Value-Based Care Optimization and
Community Clinical Collaboration
Adam Rosen, Chief Information Security Officer
Michael B. Sexton, Chief Administrative Officer, General Counsel,
and Corporate Secretary
Paul Visco, Chief Technology Officer (via Webex)
Everett Weiss, Chief Medical Information Officer (via Webex)

Opening Remarks/Minutes

Mr. Manning opened the meeting by welcoming all and noting that all of the Committee members were attending the meeting remotely in accordance with Covid-19 guidelines, and that a number of staff members were present in the Patrick P. Lee Board Room. He applauded the IT Department on managing the remote access process during the Covid-19 crisis in such a professional

and efficient manner, allowing much of Roswell Park's workforce to work remotely during this time. He then asked for a review of the Minutes for the IT Oversight Committee meeting held Wednesday, February 13, 2020. There were no changes to the Minutes and *Ms. Eve made a motion to approve those Minutes, which was seconded by Ms. NeMoyer, and unanimously approved.*

IT Updates

A motion was made by Mr. Manning to move to Executive Session in order to receive a report from the Vice President for Information Security which will include a status report on the security of the corporation's network security systems. That motion was seconded and unanimously approved.

Information Security Update.

A motion to return to Open Session was duly made, seconded and unanimously approved.

IT Response to Covid-19.

Mr. Furlani then gave a presentation on the IT Department's response to Covid-19. His Department was successful in moving much of Roswell Park's support functions to remote access. As part of the response to Covid-19, remote access went from 100 remote users to 1100 in approximately two (2) weeks. Microsoft Teams conferencing was implemented prior to the crisis, and has been very well received despite a few glitches. Remote access is now effective through general VPN access and alternatively through remote desktop capability (VPI). As part of the move to remote access, Roswell Park's internet bandwidth had to be significantly increased and a great deal of additional training was required for the workforce. 1500 Citrix temporary licenses were obtained, and Roswell's call center operation had all calls transitioned to the workers' homes.

The IT Department was instrumental in moving the blood donation center to the Gratwick Conference Room in the Research Studies Center, which opened up desperately needed space in the hospital to prepare for an expected surge of Covid-19 cases. IT also helped with the IMCU project on 8 West and the 6 East conversion of new patient rooms. There has been a huge increase in service calls to the service desk. He demonstrated the IT dashboard that has been developed recently that he uses daily to monitor IT service desk activity.

Mr. Manning applauded the effort of the IT Department in responding to the crisis. He also asked if the IT Department has the resources it needs for all of its training requirements. Mr. Furlani noted that the IT Department need to have a plan to address training for large projects such as Workday and Revenue Cycle.

Victory Technology Center (VTC) Data Center Status Report.

Mr. Furlani turned to the Victory Technology Center, the remote data center which is now entering Phase IV of its development as a Tier III data center. Roswell Park rents rack space and network infrastructure at the facility. The infrastructure has been enabled and tested. Exogrid

storage redundancy is up and running. PACS will be coming up shortly. Both 901 and VTC data centers will now have redundancy, so if one of the centers goes down the other will automatically come up. The net app for disaster recovery for file sharing will be up in three (3) months. High performance storage will be up and running next month. The blade servers are scheduled for installation the week of May 18th.

Mr. Furlani noted that in June, he will be submitting to the Board a request to expand storage and network capability.

Ms. Mitchell made a Motion to proceed to Executive Session for the purpose of reviewing and discussing the status of the WorkDay (ERP) Project, the Upgrade to the Cerner Laboratory System, and the Revenue Cycle Project; said motion was seconded by Ms. NeMoyer and unanimously carried.

WorkDay (ERP) Project

Mr. Furlani reported that due partly to Covid-19 crisis and to IBM staff turnover, the Workday go live has been delayed to December 31, 2020 from July 1st. During the Covid-19 crisis, Roswell Park Human Resources and other Department resources were redeployed. IBM has been experiencing high staff turnover. By extending the project five (5) months project risk is reduced. A "slow down period" will commence May 1st ending June 29th, to allow the current work to get up to date. As of June 29th, testing will start for Supply Chain Management, Finance and Human Resources. The project budget is increased by \$1.2M, after a very difficult negotiation with IBM. This is within the 5-6% variance of the initial approved project cost. IT and Finance have reached a verbal agreement with IBM for contract changes representing the expanded schedule and change orders. Mr. Manning and Mr. Furlani credited Mr. McDonald the Chief Financial Officer, for doing an excellent job negotiating with IBM on the amendment to the contract.

Revenue Cycle Project

Cerner Upgrade

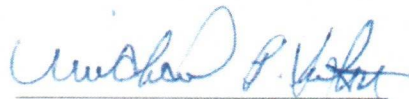
Ms. Mitchell made a motion to return to Open Session, which was seconded by Ms. NeMoyer and unanimously carried.

In Open Session, a motion was made by Ms. Mitchell to approve the Cerner upgrade with a maximum purchase price of \$3.95M, which motion was seconded by Ms. NeMoyer and unanimously approved.

Alternative Data Center Phase IV

Mr. Furlani turned to the VTC Center. His proposal is requesting \$1.8M for Phase 4 of the project to finish the computational and network capacity for the service center. Twenty-eight (28) critical applications and system architecture design will be hosted there. \$1.8M will cover the cost of network equipment, computing capability, moving costs and support. *A motion was made by Ms. NeMoyer to approve this expenditure, which was seconded by Ms. Schimpfle, and unanimously approved.*

There being no further business, a motion to adjourn the meeting was made by Ms. Mitchell, which was seconded by Ms. NeMoyer and unanimously carried.



Michael B. Sexton, Secretary