

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, August 20, 2020 at 8:30 a.m. in the Scott Bieler Clinical Science Center, 10th Floor, Joseph Family Conference Room

Present: Ken Manning, Esq., Chair (via Webex)
Meghan Corcoran (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)
Hannah Taylor (via Webex)
Candace Johnson, PhD, President & CEO

Excused: Shaun Stoltz
Michael Joseph

Staff: Eugene Cullen, Vice President, Internal Audit (via Webex)
Christopher Darlak, Deputy Chief Information Officer
Laurel DiBrog, Chief Marketing and Communication Officer
Betsy Doty-Lampson, Administrator -Board of Directors
Cindy Eller, Chief Development Officer
Thomas Furlani, Chief Information Officer
Kathryn Hineman, Deputy General Counsel
Shirley Johnson, Chief Clinical Operations Officer, (via Webex)
Boris Kuvshinoff, Chief Medical Officer (via Webex)
Tammy Lightcap, Senior Director Finance & Operations of Development
Gregory A. McDonald, Chief Financial Officer
Raghu Ram, Vice President of Value-Based Care Optimization and
Community Clinical Collaboration
Adam Rosen, Chief Information Security Officer (via Webex)
Michael B. Sexton, Chief Administrative Officer, General Counsel,
and Corporate Secretary
Paul Visco, Chief Technology Officer

Minutes/Opening Remarks

Mr. Manning asked for a motion to approve the May 7, 2020 draft minutes, said motion was made by Ms. Mitchell and seconded by Ms. NeMoyer and unanimously approved.

Mr. Manning then turned the meeting over to Mr. Furlani who made brief introductory remarks.

Dr. Johnson made a motion to move the meeting to Executive Session for the purpose of receiving a report on the status of information technology security at Roswell Park. That motion was seconded by Ms. Mitchell and unanimously carried.

Information Security Update

Mr. Adam Rosen, Roswell Park's Chief Information Security Officer, then gave a presentation on the status of information security at Roswell Park. He began his presentation with a review of the recent ransomware attacks sustained by Blackbaud, LLC, a global information management company.

In response to a question, Mr. Rosen indicated that at the time the 2018 contractual relationship between Roswell Park and Blackbaud was executed an IT Security evaluation was done on this vendor, which determined that the vendor was a moderate risk from an IT Security perspective.

Mr. Rosen then reviewed the current status of patching and other ongoing remedial measures with Roswell Park's network and systems.

Mr. Rosen turned to a request for approval of a contract with Presidio as Roswell Park's primary security platform. This will be a 3-year \$1.64 million contract with two (2) 1-year renewal options on the part of Roswell Park. This will provide the security operations center and managed security services for the entire Institution on a 24/7, 365 days basis. This service provides monitoring, investigation and alerting of security issues. There will also be a labor savings involved of four (4) FTEs plus hardware and software that is no longer needed if this service is outsourced. The cost savings will be significant compared to bringing the function in-house.

A motion was made by Dr. Johnson to return to Open Session, which was seconded by Ms. Schimpfle and unanimously carried.

In Open Session, Mr. Rosen summarized the proposed Presidio contract and asked for a recommendation to the Finance Committee for approval. *A motion was made by Ms. NeMoyer, seconded by Ms. Mitchell for approval, which was unanimously carried.*

Information Technology Update

Mr. Furlani took over and gave an overview of IT activities for the past quarter. He reported that end-to-end testing for the Workday ERP project is projected to come to an end by the end of August and is currently approximately two (2) weeks past schedule. The scheduling issues are caused by what Mr. Furlani referred to as edge issues, which are smaller issues that have been difficult to resolve. He indicated that significant efforts are underway on the part of staff and the consultant, IBM, to make up time so that the ultimate project deadline of January 1st, 2021 is met. Go Live is scheduled for December, 2020.

Mr. Furlani noted that more staff is on campus at present as the Covid-19 remote access is being reduced gradually. Virtual visits by patients are going well and the process is improving. From a security perspective, a new system is in place which will disable unauthorized users from hooking up to the network on campus. This will be particularly useful in ensuring that vendors who have to access the network are properly authorized.

Mr. Furlani notified the Committee that his team is working with UB's CCR cluster to enable expanded Roswell Park research computing needs. There are dedicated servers at UB for Roswell Park and this will be a very positive development. IT is working with Roswell Park researchers to ensure that they are getting the appropriate amount of memory needed for their computing needs but that they are not taking more than is necessary. This was a problem in the past.

Mr. Furlani gave a brief summary of the Covid-19 Telehealth \$600,000 grant that he applied for and was successful in obtaining under the CARES Act. This will support the equipment investment for Roswell Park's Telehealth initiatives.

Mr. Visco gave a summary of the Microsoft grants obtained which include the enhancement of TEAMS capabilities, Cloud video interoperability and enhanced security reviews for Office 365. He noted that an electronic self-screening system has been implemented for Covid screening of employees. The compliance rate is currently 93%. This system includes email prompts for all employees at their desktops. He noted also that the Facilities Department had developed a robotic screening device which will be implemented at entrances soon and which will save on staffing, volunteer time and hopefully will provide a more efficient entry into buildings for employees.

Mr. Furlani then reviewed a list of IT vendors with the largest amounts of Roswell Park's spend, demonstrating the concentration of those vendors in the various Departments. Mr. Manning suggested monitoring of this to ensure that the Institution does not gain an over dependence on a particular vendor.

Mr. Furlani then briefly reviewed the proposed IT Strategic Plan, providing the strategic goals of the Department. These involve infrastructure, which needs upgrading and improvement and remediation in certain weak points. Business processes and operational efficiency in security will be improved. He noted the large projects underway currently including Workday (ERP), revenue cycle, EHR upgrade, patient portal and Microsoft TEAMS. He also briefly discussed the need to acquire an electronic document management system. He noted the need for access to advance data analytic capabilities which is currently being developed by the Department. Cloud computing and interoperability will be major issues. He did note that over the past year he feels the IT Department has made significant strides in becoming more capable and efficient.

Ms. Taylor commented on a research data tool idea that she would like to discuss with Mr. Furlani.

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