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, June 12, 2024, at 9:30 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 (*via Teams*)
Elyse NeMoyer – Committee Chair
Gail Mitchell, Esq. (*via Teams*)
Genevieve Schimpfle (*via Teams*)
Gregory Daniel, MD (*via Teams*)
Jason LeRoy (*via Teams*)
Shaun Stoltz (*via Teams*)

Excused:
Meg Corcoran
Michael B. Sexton, Esq., Senior Vice President & Chief Legal Officer - Secretary

Present by Invitation:
Adam Rosen, Chief Information Security Officer
Betsy Doty-Lampson, Administrator to the Board of Directors
George T. "Buddy" Hickman, Chief Digital & Information Officer
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*)
Laurel DiBrog, Senior Vice President & Chief Marketing Officer (*via Teams*)
Lauren Bruckner, MD, PhD, Chief Medical Information Officer (*via Teams*)
Leigh Palladino, Esq., Assistant Vice President & Deputy General Counsel
Martins Innus, Executive Director, Information Technology
Paul Visco, Vice President & Chief Technology Officer
Ryan Grady, Chief Financial Officer
Steve Gallo, Director, Digital Transformation

Opening/Approval of Meeting Minutes

Ms. NeMoyer called the meeting to order and, acknowledging the robust agenda, immediately turned to a review of the draft minutes of the Committee's March 14, 2024 meeting. Before requesting a motion to approve, she asked Dr. Bruckner for an update on the clinic reset program discussed at the Committee's last meeting. Dr. Bruckner advised that the project is moving forward and will soon be brought before the IT Clinical Governance Committee. The reset is slated after the clinic optimization project is completed.

A motion to approve the draft minutes of the Committee's March 14, 2024 meeting was then made by Dr. Johnson, seconded by Mr. Stoltz, and unanimously carried.

At this time, following a safety message delivered by Mr. Visco, **Dr. Johnson made a motion for Executive Session for the purpose of receiving an information security status report from Mr. Rosen. Her motion was seconded by Ms. NeMoyer and unanimously approved.**

IT Updates

Information Security Update

He additionally presented the FY'24 policy exceptions, phishing reviews, incidents, and escalated alerts.

Mr. Fried encouraged Mr. Rosen to budget for continuing education and conference opportunities for the Information Security Department to the extent feasible in order to supplement existing market evaluation efforts.

Dr. Johnson made a motion to return to Open Session for the remainder of the meeting. Her motion was seconded by Ms. NeMoyer and unanimously approved.

In Open Session, the following IT matters were addressed:

1. *Finance Committee and Related Items*: Mr. Darlak sought Committee recommendations to the Finance Committee for approval of two (2) contracts, the first being a 5-year, $1.71M extension with Advarra Technology Solutions for the licensing of its OnCore clinical trial management software, which Roswell Park Clinical Research Services utilizes for electronic data capture and clinical data management needs. *There being no questions or concerns raised, a motion to approve was made by Dr. Johnson, which was duly seconded and unanimously approved.*

   Mr. Darlak's second request was to request Finance Committee approval for a 2-year, $672,000 extension with LeanTaaS for its iQueue patient scheduling and staff allocation optimization software utilized by Roswell Park's Infusion Center. *There being no*
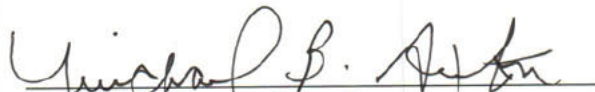
concerns raised, a motion to approve was made by Mr. Fried, which was seconded by Dr. Johnson and unanimously approved.

2. *Revenue Cycle Program Update*: Mr. Grady and Mr. Hickman provided a brief update on the revenue cycle replacement project, which has only one (1) identified risk area that is rooted in Optum/Change Healthcare still recovering from the ransomware attack it suffered in February 2024. Despite the foregoing, the go-live readiness assessment is progressing ahead of schedule and the project is tracking about $2M better than budget.

3. *Pager Transformation Project and Employee Health Portal Progress*: Mr. Visco and Mr. Gallo briefly presented on successful projects completed in the last quarter, the first being in response to a need to standardize clinical communication and the second to support a compliance concern with employees who are also patients having multiple MRNs in Roswell Park's information systems. During the pandemic Roswell Park began using Microsoft Teams on a widespread basis and to streamline operations, removed its other clinical communication platforms supported by Spok, in favor of a single platform. The Spok system replacement required significant IT effort to customize the communication platform to suit clinical staff needs and now provides custom sounds and more explicit accountability and history to use as a reliable method of communication. The Employee Health Portal is a homegrown system that eliminates employee health data from being co-mingled in the electronic medical record and billing systems, rectifying a compliance concern, and streamlining clinical operations.

4. *First 100 Days – CD&IO*: As the last order of business, Mr. Hickman presented on his first 100 days as Roswell Park's Chief Digital and Information Officer, focusing on observed strengths (e.g., prior CIO advances, infrastructure, talented and committed employees, history of appropriate funding for IT matters), weaknesses (e.g., best of breed systems not translating to ideal support for clinical workflows, limited talent bench due to multiple and competing priorities), opportunities (e.g., executive encouragement to create and lead IT and digital health shared governance), ███████████████████ ███. Extensive dialogue ensued among the Committee with each "SWOT" observation and the staff and Committee congratulated Mr. Hickman on a productive and successful first 100 days.

Adjournment

Following a dialogue among the Committee members regarding the scheduling of the next meeting, which will be postponed one week and rescheduled for the 11th of September, and there being no further business before the Committee, *a motion for adjournment was made by Dr. Johnson, which was duly seconded and unanimously approved.*

Respectfully submitted,

Michael B. Sexton, Esq., Secretary