

**OPTN Network Operations Oversight Committee
Meeting Summary
August 12, 2022
Conference Call**

Ed Hollinger, MD, PhD, Chair

Introduction

The Network Operations Oversight Committee (NOOC) met via Cisco WebEx on 08/12/2022 to discuss the following agenda items:

1. Welcome and Introductions
2. OPTN Member Information Security Policy and Bylaw Enhancements
3. Data Collection Impacts on Policy Projects
4. Q3 FY22 NOOC Metrics Update

The following is a summary of the Committee's discussions.

1. Welcome and Introductions

The Committee opened the meeting with introductions of members, advisors, HRSA representatives, and UNOS IT Leadership. The Committee also reviewed the NOOC Charter.

2. OPTN Member Information Security Policy and Bylaw Enhancements

Liz Robbins Callahan, UNOS Associate General Counsel, provided background for this project and reviewed definitions for the OPTN Computer System, match system, OPTN match program, and members. Currently, OPTN obligations do not adequately define member requirement regarding security of OPTN Member own devices and systems that interact with the OPTN Computer System. Access by OPTN Member type is also not defined in by-laws.

Alex Tulchinsky, UNOS CTO, provided additional background on a recent information security event at an OPTN Member Institution which shed light on the gaps in the current OPTN by-laws.

The NOOC will develop policy recommendations and present them to the Executive Committee. The January 2023 Public Comment period is targeted for proposal.

Action item:

- Liz Robbins Callahan will send out the existing policy language along with an annotated version. Collaboration and input from the Committee will be mostly done through email and working documents housed in the OPTN BOD SharePoint. If there is lack of consensus, or if further discussion is needed, the Committee will meet on a monthly or more frequent basis.
- A poll will be sent to the NOOC Committee and HRSA to schedule the next meeting focused on this project. The goal, as set by the NOOC Chair, is to have the meeting in early part September.

3. Data Collection Impacts on Policy Projects

Michael Ferguson, UNOS Software Engineering Manager, provided an overview of the Office of Management and Budget (OMB) timeline, its role in the implementation of Board projects that require data collection, and factors impacting project delivery timelines when OPTN data collection changes.

The Paperwork Reduction Act (PRA) governs how federal agencies collect information from the public. The role of the OPTN is to collaborate with HRSA to supply relevant information to meet the process requirements.

Action item:

- Ahead of the next meeting, UNOS will work with HRSA to advance the process to incorporate new OPTN projects and data collection tools while continuing to meet the requirements of the federal law.
- UNOS provide brief and available OPTN project summary to members for comment and input.

4. Q3 FY22 NOOC Metrics Update

Rob McTier, Business Architect, held an in depth discussion of the metrics that reflect the health and reliability of the OPTN Computer System. The Q3 FY 22 NOOC Metrics report was provided to the NOOC to review before the meeting.

Terri Helfrich, Director of Information Security, reviewed security metrics that will be reported to the NOOC on quarterly basis including the July 100% CPIC score of the OPTN system. Nick Lewis, HRSA CISO, explained the CPIC score and how it ensures the system meets the requirements of NIST 800-53.

The committee expressed concerns about the Washington Post article about the OPTN technology and its reliability as well as the testimony during the Senate Finance Committee (SFC), and how it reflects on the work of the NOOC. A more robust discussion was recommended at a future meeting of the committee dedicated to this topic.

Action Item:

- The NOOC Chair indicated that the NOOC will meet to discuss the Washington Post article, the SFC report and identify additional external benchmarks and metrics to measure the performance of the system in a comparative manner.

Upcoming Meetings

- September, 2022
- December, 2023

Attendance

- **Committee Members and Advisors**
 - Bruno Mastroianni
 - Cliff Miles
 - Daniel Yip
 - Ed Hollinger - Committee Chair
 - James Pittman
 - Kelley Hitchman
 - Kim Rallis
 - Maryjane Farr
- **HRSA Representatives**
 - Adrienne Goodrich-Doctor
 - Chris McLaughlin
 - Cliff Myers
 - Nick Lewis
 - Vanessa Arriola
- **UNOS Staff**
 - Alex Tulchinsky
 - Amy Putnam
 - Bonnie Felice
 - Bridgette Huff
 - Liz Robbins
 - Michael Ferguson
 - Michael Ghaffari
 - Ralph Medina
 - Rob McTier
 - Terri Helfrich
 - Tiwan Nicholson