

OPTN Network Operations Oversight Committee

Meeting Summary

October 12, 2023

Webex

Daniel Yip, MD, Chair

Introduction

The Network Operations Oversight Committee (NOOC) met via Webex on 10/12/2023 to discuss the following agenda items:

1. Welcome
2. OPTN Computer System to Azure
3. OPTN Security Project
4. Chair Updates

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

1. Welcome

Dan Yip, Chair of the Network Operations Oversight Committee (NOOC), welcomed committee members and provided an overview of the agenda.

2. OPTN Computer System to Azure

Tiwan Nicholson, Senior Director of IT Operations, provided an update on the progress of migrating the OPTN Computer System to the public cloud and remaining milestones in the migration. Mr. Nicholson shared the OPTN Contract requirement that references migration to the public cloud. He noted that the contract states in Task 3.4.1. "the Contractor shall move all appropriate components of the electronic matching function to the cloud, as feasible. Within 5 business days from the execution of this modification, the Contractor shall report to HRSA regarding which components are currently in public or private cloud environments and for components that are not on the cloud what is the time frame to move them to the cloud." Mr. Nicholson also noted that the contract states "in each subsequent quarterly report (Task 3.1.4), the Contractor shall report on which components are operating in the cloud, including identifying whether operation is in public or private cloud environments."

Mr. Nicholson shared that the migration of the OPTN Computer System to the public cloud can currently be divided into two phases. He explained that phase 1 will include an initial technical design, build, configuration, integration, and a cloud security assessment. Mr. Nicholson shared key milestones that will be included in phase 1. These milestones include:

- Authentication with multi-factor
- Demonstrate end-to-end match run with test candidate and donor data
- Application performance load testing
- Muti-regional disaster recovery failover
- Application telemetry and monitoring
- Baseline cloud infrastructure security assessment

Mr. Nicholson explained that phase 2 would include a final technical design, a final implementation plan, build, configuration, integration, a final cloud security assessment, and a data migration and cutover.

Summary of Discussion:

Representatives from HRSA asked multiple detailed and technical questions about the proposed phases of migrating the OPTN Computer System to the public cloud. A representative from HRSA said that there is not a contract requirement for the OPTN Computer System to move to the public cloud. They said that the OPTN contract instructs the contractor that if the OPTN Computer System is moved to the public cloud, then the OPTN contractor must alert HRSA of the migration.

Representatives from HRSA continued to ask technical questions. They asked what data is being used for testing and validation, whether test data was being used, and what the initial security assessment will include. Mr. Nicholson referred to conversations from prior NOOC meetings and noted that the OPTN Computer System would utilize Microsoft Azure as the public cloud platform. The contractor would utilize a platform that provides scalability, flexibility, and reliability to the OPTN Computer System. Mr. Nicholson also noted that the OPTN will use test data.

A committee advisor asked why the OPTN Computer System would not move to the public cloud, noting that the OPTN has received feedback that the OPTN Computer System needs to be modernized. A representative from HRSA asked what the security of the OPTN Computer System may look like in the public cloud. Another representative from HRSA stated that it is understood that moving the OPTN Computer System to the public cloud is the ideal goal. They stated that the migration plan needs to be provided and considered by the Board for financial approval.

A representative from HRSA asked if now is the best time to move to the public cloud because of the current contract period ending in March 2024. Dr. Yip commented that as the NOOC, the committee must act as the best stewards of the OPTN Computer System, regardless of who the OPTN contractor may be. He stated that it is important for the NOOC to put the OPTN Computer System in a position that is most beneficial to the transplant community at large. Dr. Yip stated that it is important for the NOOC to continue the work to modernize the OPTN Computer System. He stated that the presentation was set up to show where the work of the current contractor could end and where potentially another contractor could continue the work to migrate the OPTN Computer System to the public cloud. Dr. Yip stated that as the NOOC, the committee must recommend the needs of the OPTN Computer System to the Finance Committee and the Board. A representative from HRSA commented that HRSA expects the NOOC and the Finance Committee to understand the plan for the OPTN Computer System and understand how resources may be utilized. Mr. Nicholson commented that the OPTN contractor will provide any details the NOOC and Finance Committee need to make their decision.

A representative from HRSA asked if the efforts allotted to the OPTN Security Project would be affected by migrating the OPTN Computer System to the public cloud. Contractor staff explained that funding for the OPTN Security Project was considered by the Board in June 2023 and was approved by the full Board in June 2023. A representative from HRSA asked that information be shared with both the NOOC and Finance Committee on the cost associated with migrating the OPTN Computer System to the public cloud. Contractor staff agreed to provide this information.

Contractor staff asked the NOOC to consider, regardless of the OPTN contractor, whether the NOOC thinks the OPTN Computer System should be moved to the public cloud, and to consider the timeline for migration. A representative from HRSA stated that the OPTN Computer System is not owned by the OPTN but is owned by the OPTN contractor and asked how the system could be moved to another vendor. HRSA was asked to share what they envision for the OPTN Computer System to help the NOOC make their recommendation.

Dr. Yip asked committee members and advisors to share their views on the migration of the OPTN Computer System to the public cloud. Dr. Yip commented that as a member of the transplant

community, transplant and organ matching must continue. Dr. Yip commented that there must be modernization to enhance efficiency and safety measures, regardless of the OPTN contractor. He stated that if migrating to the public cloud will help modernize the OPTN Computer System, then there is a need for the OPTN to complete this work.

A committee advisor commented that the OPTN should not wait and make decisions based on who the OPTN contractor is. They stated that the work of transplantation must continue regardless. A committee member commented that it is important to consider that this is the primary system for the transplant community and there is not another option to consider. They commented that in order for NOOC to do their due diligence for the community, components of moving to the public cloud and the security of the system should not be delayed.

A committee advisor noted that there are no other options for the NOOC to consider right now, so the NOOC should utilize the options it has to modernize the OPTN Computer System. They commented that moving the OPTN Computer System to the public cloud is a response to requests from the community to further modernize the OPTN Computer System. They stated that doing what is best for the transplant community should be agnostic to who the OPTN contractor is, and the committee should make a decision based on what is best for the OPTN.

A committee advisor commented that moving the OPTN Computer System to the public cloud would improve the portability of the application if there were a change in the OPTN contractor. They also stated that there are very clear advantages to move to the public cloud from a security and resilience perspective.

A committee member commented that moving the OPTN Computer System to the public cloud shows good stewardship of the community tool. They also commented that it is important that the tool is agnostic from who the OPTN contractor is for the benefit of patients. They commented that from a patient perspective, this tool is vital to the patient community.

3. OPTN Security Project

Courtney Jett, Policy Analyst, provided an update on member attestations. Ms. Jett shared that a contractor has been hired to perform security framework attestation analysis and gap remediations. She shared that a November 20, 2023 policy implementation date is expected.

Ms. Jett briefed the committee on the security training requirements that are included in the OPTN Security Policy Project approved in June 2023. She shared that based on policy requirements, all users of the OPTN Computer System must complete OPTN specific training. She shared that the committee will be asked to review the training framework and provide feedback. The training will be shared with HRSA before and after the NOOC has provided feedback.

Ms. Jett provided an update on compliance of OPTN members. She shared that all members have two site security administrators identified and only four members have not submitted an information security contact. She shared that based on previous conversations with the NOOC, these four members without an identified information security contact could be referred to the MPSC. The committee decided to send these four members one more notification requiring a response, and to then refer these members to the MPSC if no response is received. Ms. Jett shared that ongoing compliance methods will be monitored. Ongoing compliance will ensure OPTN members maintain two site security administrators, verify members audits, and include monthly checks on members' site security contacts.

Summary of Discussion:

When discussing compliance and referring members to the MPSC, multiple committee members agreed that referral to the MPSC is an appropriate next step if a response is not received after this notification.

Next Steps:

A letter will be sent, on behalf of the NOOC, to the four members that have yet to submit an information security contact. If there is no response from these members, then the NOOC will refer these members to the MPSC.

4. Chair Updates

Dr. Yip encouraged committee members to ask questions, and asked if there were any topics the NOOC would like to discuss in future meetings. Committee members asked if the NOOC could receive a detailed information on timeline, cost and milestones cloud migration. A representative from HRSA asked for a simplified project plan for the migration to the cloud. The representative from HRSA asked the OPTN contractor to share milestones of the project, risks, and resources necessary to achieve these milestones. They asked that this information be simplified for the committee's review. Committee members asked that a cost benefit analysis be shared with the committee. They commented that knowing this information will help the NOOC to prioritize the work of the NOOC.

The meeting was adjourned.

Upcoming Meetings

- October 12, 2023
- October 27, 2023
- November 6, 2023
- November 20, 2023

Attendance

- **Committee Members and Advisors**
 - Colleen McCarthy
 - Daniel Yip
 - Edward Hollinger
 - James Pittman
 - Kelley Hitchman
 - Laura Butler
 - Melissa McQueen
 - Paul Connelly
- **HRSA Representatives**
 - Adriane Burton
 - Christopher McLaughlin
 - Cle Diggins
 - Cliff Myers
 - Daniel Thompson
 - Manjot Singh
 - Vanessa Arriola
- **UNOS Staff**
 - Amy Putnam
 - Anna Messmer
 - Beth Coe
 - Courtney Jett
 - Jerry DeSanto
 - Julie Nolan
 - Kim Uccellini
 - Krissy Laurie
 - Kristine Althaus
 - Lauren Mauk
 - Liz Robbins Callahan
 - Marty Crenlon
 - Michael Ghaffari
 - Morgan Jupe
 - Rob McTier
 - Roger Vacovsky
 - Steve Mohring
 - Susie Sprinson
 - Tiwan Nicholson
 - Tynisha Smith