

OPTN Network Operations Oversight Committee

Meeting Summary

August 5, 2024

Webex

Andrew Kao, MD, Chair

Introduction

The Network Operations Oversight Committee (NOOC) met via Webex on 08/05/2024 to discuss the following agenda items:

1. Welcome & Orientation to NOOC
2. Revise Conditions for Access to the OPTN Computer System Public Comment Reminder
3. Member Security Program Attestations Update & Next Steps
4. Closed Session

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

1. Welcome & Orientation to NOOC

Andrew Kao, Chair of the Network Operations Oversight Committee (NOOC), welcomed committee members and advisors to the meeting, and provided an overview of the agenda. Contractor staff presented the charge of the committee, and their role as defined in the OPTN contract.

2. Revise Conditions for Access to the OPTN Computer System Public Comment Reminder

Contractor staff shared an update with the committee on their proposal to Revise Conditions for Access to the OPTN Computer System that is currently out for summer 2024 public comment. They shared the current status of the proposal, that the proposal will be discussed during all 11 regional meetings, and that the NOOC will continue to receive updates and review feedback on the proposal throughout public comment.

Dan Yip, former NOOC Chair and current NOOC advisor, shared that there are other components that the committee will consider in the future when it comes to revising access to the OPTN Computer System. He shared that there are outstanding questions pertaining to the definition of OPTN Data and OPTN Data Use Agreements (DUAs).

Summary of Discussion:

The committee discussed next steps of the project and what other phases the project may include, such as the definition of OPTN Data and DUA. The committee also discussed the impact of HIPAA on OPTN Data and the application of HIPAA when it comes to sharing data with the SRTR.

3. Member Security Program Attestations Update & Next Steps

Terry Doolittle, Manager of Information Security Operations, provided an update on member security program attestations. Mr. Doolittle shared an update on the current status of attestations from the first second waves, when the third wave will begin, and that the committee will be asked to consider next steps for members who are not compliant with submitting their attestations. Mr. Doolittle shared that all attestations from wave one are complete and there were eight outstanding member attestations from the second wave at the time of the meeting.

Krissy Laurie, Manager of Committee Operations, presented on the Membership & Professional Standards Committee's (MPSC) role when addressing members who are not compliant with OPTN policy. Ms. Laurie shared that the NOOC could consider referring members who are not compliant to the MPSC for their review. Ms. Laurie explained that the MPSC is typically not involved in noncompliance issues until there is an official referral to the MPSC.

Summary of Discussion:

New committee members asked general questions about the attestations and the policy, including the attestation parameters. Mr. Doolittle shared the attestation process to-date and shared what the timeline has been with the three waves of attestations. The committee discussed feedback received on the questions asked in the member attestation questionnaire. The committee also discussed who has been contacted at member institutions when following up with noncompliant members, specifically asking if transplant administrators have been contacted at these institutions. Contractor staff shared the various points of contact that have been made to members not in compliance, specifically noting that transplant administrators are included in these communications.

The committee chair asked if it would be preferred to review any members not in compliance with the policy from the third wave of attestations and from the second wave together to make referrals to the MPSC, so the MPSC does not have to analyze them separately. Ms. Laurie informed the committee that it is not a concern for the MPSC to review members not in compliance from the second and third waves separately.

A committee member suggested that another round of letters be sent to members that are not in compliance and inform them that if they do not complete their attestations, they will then be referred to the MPSC. Other NOOC members were supportive of this suggestion as a next step.

Next steps:

A communication will be sent to the members not in compliance from the NOOC Chair informing them that they could be referred to the MPSC if they do not submit their attestations. The committee decided to allow members two weeks upon receipt of the letter to respond before further action may be taken. Contractor staff will provide the NOOC with a list of the communications that have been sent to each of the members that are not in compliance with the policy. Contractor staff will share a list of attestation questions with the NOOC.

4. Closed Session

The committee met in a closed session.

The meeting adjourned.

Attendance

- **Committee Members and Advisors**
 - Andrew Kao
 - Bruno Mastroianni
 - Colleen McCarthy
 - Daniel Yip
 - Deborah Levine
 - Gaurav Gupta
 - Glen Kelley
 - Kelley Hitchman
 - Laura Butler
 - Patrick Northup
 - Sandra Amaral
- **HRSA Representatives**
 - Christopher McLaughlin
 - Cliff Myers
 - Joseph Farhaven
 - Katherine Milka
 - Marilyn Levi
 - Manjot Singh
 - Steve Keenan
 - Sarah Laskey
 - Vinay Vuyyuru
- **UNOS Staff**
 - Alex Carmack
 - Anna Messmer
 - Cole Fox
 - Jacqui O'Keefe
 - Julie Nolan
 - Krissy Laurie
 - Kristina Hogan
 - Lindsay Larkin
 - Liz Robbins Callahan
 - Michael Ghaffari
 - Rob McTier
 - Terry Doolittle
 - Tiwan Nicholson
 - Tynisha Smith