

## Connie Privacy, Confidentiality, & Security Committee

### Meeting Minutes

January 12, 2023

9:30-11:00 am

Regular Meeting

[Zoom Meeting Recording](#)

**Committee Members Present:** Mark Raymond, Pat Checko, Glynn Stanton, Christine Rough, Vanessa Andrews, Dennis Leber, Liz Taylor, Kelly Ricciteli. **Absent:** Angela Rizzolo

#### I. **Opening**

- a. Welcome and Call to Order:
  - i. Mark Raymond welcomed the Committee and called the meeting to order at 9:31 am.
  - ii. Mark Raymond welcomed guests Bezawit Sumner, from CSS, and Joelle Buckner and Michael Matthews, Connie's consultants.
  - iii. Mark Raymond also updated the committee regarding Lisa Stump's departure from her role on the committee as the Yale New Haven community is well represented by Glynn Stanton. Mark Raymond indicated the Board is aware of this change and is soliciting a replacement.
- b. Roll Call: Gwen Reyes called the roll and Mark Raymond confirmed quorum.
- c. Approval of Meeting Agenda: Mark Raymond requested a motion to approve the meeting agenda. Dennis Leber created a motion to accept the agenda. Pat Checko seconded the motion. No further discussion. Motion passed.
- d. Approval of December Meeting Minutes: Mark Raymond requested a motion to approve the December meeting minutes. Christine Rough created a motion to accept the minutes. Glynn Stanton seconded the motion. No further discussion. Motion passed.

#### II. **Public Comments:** None

#### III. **Overview of Connie**

- a. Mark Raymond introduced the topic and turned to Jenn Searls for a presentation of an overview of Connie.
- b. Jenn Searls went over topics such as who are Connie's constituents, what types of tools are available, what the obligations of health organizations are, and the CT State Statute.
- c. There was some discussion regarding outreach and communications with Jenn Searls, Michelle Puhlick, and Glynn Stanton. Glynn Stanton emphasized it's important to get the word out to the public. Michelle Puhlick indicated Connie welcomes any recommendations as to how to do additional outreach to educate the public on Connie.

IV. **Network Operating Policies and Procedures Roadmap and Review Process**

- a. Mark Raymond introduced the topic and turned to Michelle Puhlick to present.
- b. Michelle Puhlick indicated that a large body of work for this committee is reviewing Connie's Network Operating Policies and Procedures and providing input and feedback.
- c. Michelle Puhlick informed the board that there are a number of policies and procedures that are drafted and under leadership and legal review. Joelle Buckner, a Connie consultant, has been lending support and expertise in policy and procedure development.
- d. Michelle Puhlick presented a proposed policy review process for the committee to follow. Michelle Puhlick inquired if anyone had any questions about the process, there were none, to which Michelle Puhlick indicated any feedback or suggestions can be shared should they arise.
- e. Christine Rough inquired through what lens the policies should be reviewed. Michelle Puhlick indicated that the two policies being reviewed today include a section informing the reader who it applies to.
- f. Michelle Puhlick provided information about the Entity Operating Policy and Procedures and the Committee's focus for January, specifically the Access Pattern Monitoring and Break Glass policies.

V. **Policy Reviews**

- a. Michelle Puhlick provided an overview of the Access Pattern Monitoring and Break Glass Policies.
- b. Michelle Puhlick indicated Connie is seeking review by the PC&S committee of these two policies. Once the review is complete, pending any amendments, a recommendation will be made to the Board to approve these policies.

VI. **Executive Session:** Mark Raymond requested a motion to enter executive session to discuss corporate strategy pertaining to trade secrets with Jenn Searls, Michelle Puhlick, Bezawit Sumner, Michael Matthews, and Joelle Buckner. Quorum to move into executive session met by Mark Raymond, Vanessa Andrews, Christine Rough, Dennis Leber, Pat Checko, and Glynn Stanton. No further discussion. Motion passed. The committee entered executive session at 10:27 am.

VII. **Adjournment:** The Committee exited executive session and adjourned at 11:01 am.