

Connie Privacy, Confidentiality, & Security Committee Meeting Minutes

October 5, 2023

9:30-11:00 am

Regular Meeting

[Zoom Meeting Recording](#)

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

Opening

Welcome: Mark Raymond welcomed the Committee and called the meeting to order at 9:33 am. Mark Raymond welcomed guests Bill Roberts of Day Pitney, Nichole Sweeney and Cait Riccobono, CSS's legal counsel, Bez Sumner of the CSS IT Team, and Joelle Buckner, Connie's consultant.

Roll Call: Gwen Reyes called the roll and confirmed quorum.

Meeting Agenda: Mark Raymond requested a motion to accept the meeting agenda. Pat Checko created a motion to accept the agenda. Angela Rizzolo seconded the motion. No further discussion. Motion passed.

Meeting Minutes: Mark Raymond requested a motion to approve the June meeting minutes as submitted. Angela Rizzolo created a motion to approve the minutes. Glynn Stanton seconded the motion. No further discussion. Motion passed.

Public Comment: None.

Reports

Chair Report: Mark Raymond thanked committee members for their continued engagement as there are a number of important topics coming up over the next year such as a new policy to review and procedures and functionalities to discuss. Mark Raymond also indicated that the next meeting would occur in January, assuming there is agreement to the proposed 2024 Meeting Schedule. Mark Raymond informed the committee that the guest attorneys joining today's meeting will be helping the committee continue its discussion about Information Handling Practices, specifically the federal Information Blocking Rule. Mark Raymond also informed the committee that Dr. Leber is no longer a member as he moved on from his role at UConn Health. Mark thanked Dr. Leber for his service and indicated the original pool of candidates would be revisited for a replacement and that any recommendations from the current committee members are welcome.

Connie Report: Michelle Puhlick reported that three policies were approved by the Board at the September annual meeting, at which time Mark Raymond was also reappointed as the Chair of the Connie Privacy, Confidentiality, and Security Committee. The three policies were the Access Pattern

Monitoring Policy, Break Glass Policy, and Service Levels & Operational Monitoring Policy. Michelle Puhlick also informed the Board that topics expected to be covered during 2024 include incident response procedures, vendor management, and HITRUST certification work.

Approve 2024 Meeting Schedule: Mark Raymond introduced the topic and indicated the goal is to meet quarterly and align with the Board schedule to allow for any actions required on their part. Mark requested a motion to approve the proposed 2024 regular meeting dates. Vanessa Andrews created a motion to accept the dates. Pat Checko and Glynn Stanton seconded the motion. No further discussion. Motion passed.

Information Handling Practices Discussion: Mark Raymond introduced the topic. Nichole Sweeney presented an overview of the federal information blocking rules and then Bill Roberts presented related CT specific laws.

Executive Session: Mark Raymond requested a motion to enter executive session to discuss security strategy with Jenn Searls (absent), Michelle Puhlick, Joelle Buckner, and Bez Sumner. Mark Raymond requested a motion to move into executive session. The motion was created by Pat Checko and seconded by Angela Rizzolo. No further discussion. Motion passed. The committee entered executive session.

Adjournment: Mark Raymond requested a motion to adjourn. Angela Rizzolo created a motion to adjourn. Vanessa Andrews seconded. No further discussion. The committee adjourned at 11:01 am.