

**Minutes of the Board of Commissioners  
Multnomah Building, Board Room 100  
501 SE Hawthorne Blvd., Portland, Oregon  
Tuesday, February 5, 2013**

**BOARD BRIEFING**

Chair Jeff Cogen called the meeting to order at 10:06 a.m. with Vice-Chair Judy Shiprack and Commissioners Deborah Kafoury, Loretta Smith and Diane McKeel present.

Also attending were Jenny Morf, County Attorney and Lynda Grow, Board Clerk.

**B.1 Board Briefing on SAP Follow Up: Identity and Access Management. Presenters: Dr. Steve March, County Auditor; Mark Ulanowicz, Principal Management Auditor; & Marc Rose, Performance Auditor and Sherry Swackhammer, CIO.**

Chair Cogen welcomed everyone for attending.

Dr. March provided introductions and made opening remarks. He said Mr. Ulanowicz and Mr. Rose performed the audit. They thanked the Departments of County Management and County Access staff for their assistance.

Mr. Rose acknowledged staff and gave an overview of the SAP Identity and Access Management (IAM) Landscape. He said this follows up on the 2009 audit. He stated that the lack of monitoring of privileged roles identified in the original audit have gone unchanged since their last audit. Since then, there have been changes in key personnel, organizational structure, Auditor, Chair, and in the SAP system architecture.

Mr. Rose defined privileged roles, which refer to roles used by system administrators that give them nearly unlimited ability to change system programs or data. Currently only two or three individuals in the entire organization have this level of clearance. Segregation of duties conflicts refer to instances where a role or combination of roles allows a single user to have control over multiple phases of a transaction.

Mr. Rose said organizational changes have had an impact on the division of responsibilities among IAM stakeholders who will need to build consensus across organizational divisions and under separate leadership in order to define roles and responsibilities. They recommend establishing an IAM governance structure that works well, assigning clear roles and responsibilities and developing and implementing written administrative procedures to document the process will take continued effort and collaboration on the part of all involved departments and personnel.

The presenters responded to Board questions and comments.

Chair Cogen and the Commissioners thanked them for their presentation.

**B.2 Informational Board Briefing on Corrections Health. Presenters: Vanetta Abdellatif, Integrated Clinical Services Director and Nancy Griffith, Corrections Health Director.**

Chair Cogen welcomed everyone for attending.

Ms. Abdellatif gave introductions and made opening remarks. She said they would update the Board on the recent electronic health records implementation and general program Correction Health activities. She discussed the key accomplishments including the hiring of Nancy Griffith, the new Director of Corrections Health in October 2012; IT upgrades including “Epic” Electronic Health Record; “Sapphire” Electronic Medication Administration Record and how they help ensure high quality care, improved tracking and secure portability of patient record; and, Accreditation in March with National Commission on Corrections Health Care (NCCHC).

Ms. Griffith gave the statistics report which puts a lens on the scope of their work. In 2012, they booked 35,000 clients; intake RNs book and assess 115 clients average in an 8 hour shift; they process 950 medical request evaluations per year at each of their two sites; and, they offer medical, dental, lab, HIV, mental, women’s, orthopedic and dialysis health services. She provided a staffing update. She said the new EPIC electronic health record system allows them to move from a disparate system to a coordinated system by improving tracking, coordinating care, providing appropriate documentation and reducing paper and overtime.

Ms. Abdellatif acknowledged the staff of their department, IT Staff, and the Sheriff’s department for their work and collaboration.

They responded to Board questions and comments.

Chair Cogen and the Commissioners thanked them for their presentation.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 10:41 a.m.

**The minutes reflect the actions of the Board. For more detail, you are welcome to view the presentation material and/or video at:** [http://multnomah.granicus.com/ViewPublisher.php?view\\_id=3](http://multnomah.granicus.com/ViewPublisher.php?view_id=3)

Submitted by:  
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Board of County Commissioners  
Multnomah County