

EDI Tech Phoenix Steering Committee Charter

Overview: EDI Tech Phoenix Program

Modernizing the EDI Tech Stack will provide automatic scaling capabilities to meet growing business operations including claims, enrollment and provider teams that service our clients by:

- Migrating EDI Application components of Gateway, Edifecs, Services & Data to the Cloud
- Hosting components using Edifecs SaaS offering
- Migrating services to Cloud API containerized platform using Microservices Architecture
- Migrating data to DAL cloud platform

COMMITTEE GOAL/MISSION:

The Steering Committee mission or goal is to provide strategic oversight, prioritize competing initiatives and capabilities, communicate and socialize the program status (timelines, key milestones, financials, risks/issues, and decisions) to senior leadership, facilitate stakeholder engagement and alignment with various value-streams.

COMMITTEE PURPOSE:

The primary purpose of the Steering Committee is to serve as the key decision-making body responsible for driving the successful implementation of the program. Steering Committee provides stakeholder communications, strategic oversight on technology decisions and implementations, governance, mitigates issues/risks, and provides guidance for the EDI Tech Phoenix program. The committee ensures that the program aligns with the strategic goals, of modernizing EDI Technology stack, and satisfies business objectives of providing automatic scaling capabilities to meet growing business operations including claims, enrollment and provider teams that service our clients

Operating Guidelines:

EXECUTIVE SPONSOR(s): Ted Burke (COO) & Prem Somasundaram (IT)

CHAIR(s): Deborah Vona (Business), Lea Howard (Business), Jen Nestor (Business), Scott Howard (Business), Sri Narasimham (IT), Suresh Chinnappan (IT)

MEMBERSHIP:

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Voting Members			
Name	Title	Department	Responsibilities
Ted Burke	Chief Operating Officer	Business Operations	Executive Sponsor
Prem Somasundaram	Chief Information Officer	Engineering and Tech Delivery	Executive Sponsor
Sri Narasimhan	Senior Director	Engineering and Tech Delivery	Senior Director
Sureshkumar Chinnappan	Director	ET- Integration and Interoperability	Director
Scott Howard	Senior Director	Provider Operations/EDI	Provider Operations
Letitia Howard	Vice President	Medical and Dental Operations	Claims Operations
Deborah Vona	Vice President	HMM	Business Owner
Jennifer Nestor	Director	Enrollment Operations	Enrollment Operations
Lisa George	Vice President	Risk and Audit	Risk and Audit



MASSACHUSETTS

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Non Voting Members			
Name	Title	Department	Responsibilities
Diane Tiano	Sr. Manager	Business Ops	Provider Operations
Humayun Shaik	Senior Cloud Solution Architect	Emerging Technologies – DevSecOps	Cloud Infrastructure and Cloud Operations
Seth Plitt	Senior Manager	ET- Integration and Interoperability	Project Management
Dhaval Surti	Senior Project Manager	ET- Integration and Interoperability	Program Manager
Elena Henkin	Associate Director	ET- Integration and Interoperability	Product Management
Matthew Kenney	Senior Manager	ET- Integration and Interoperability	Product Management
Mirza Hasan Abbas	Associate Director	ET- Integration and Interoperability	Solution Architecture
Vamsi Sanagapally	Associate Director	ET- Integration and Interoperability	Technical Delivery
Kevin Prendeville	Senior Manager	ET- Integration and Interoperability	Operations
Patrick Capello	Associate Director	Audit and Risk Management	Risk & Audit
Merribeth Flaherty	Engineering Associate Director and Value Stream Lead	Care Navigation & Provider Delivery	Provider ET
James Farrell	Senior Director	IT & Information Security Audit	Risk & Audit
Nikita Sujjan	Senior Director	Financial & Operational Audit	Risk & Audit
Teng Fu	Sr. Manager	IT and Information Security Audit	Risk & Audit
Prabhjot Kaur	Assoc. Director	Edifecs – Professional Services	Edifecs Implementation
Rachit Sharma	Senior Director	Edifecs – Professional Services	Edifecs Implementation
Surendra Dangi	Lead – Business Analyst	Edifecs – Professional Services	Edifecs Implementation
Shinjani Goyal	Director	Edifecs – Professional Services	Edifecs Implementation
Gopal Rengan Lakhsmanan	Assoc. Director	Edifecs – Managed Services	Operations
Aaron Sapp	Director, Sales	Edifecs – Strategic Accounts	Sales
John Wright	VP Sales	Edifecs – Strategic Accounts	Sales
Avinash Kanal	AVP	Edifecs – Professional Services	Edifecs Implementation
Rajkumar Marimuthu	Director	Edifecs – Professional Services	Edifecs Implementation
Steve Gasiorek	Regional VP	Edifecs – Strategic Account Management	Relationship Management

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Non Voting Members			
Name	Title	Department	Responsibilities
Abhinav Aggarwal	Vice President	Edifecs – Strategic Account Management	Relationship Management
Steve Talt	Senior Director	Edifecs – Infrastructure Ops	Cloud Infrastructure Operations
Richard Sarcia	Engineering Director and Value Stream Lead	Government, Pharmacy & Underwriting Value Stream	Medicare ET
Emily Iacolo	Engineering Senior Director and Value Stream Lead	Care Navigation & Provider Delivery	Provider ET
Wendy Ross-Atwood	Engineering Senior Director and Value Stream Lead	Value Stream	ET Claims and Enrollment
Kelly MacDonald	Associate Director	Operations Project Management	Operations
Kabraun Harris	Associate Director	Core Applications Support: Clinical Operations	Core Application Transformation & Vendor Integration
Douglas Wilson	Engineering Director and Value Stream Lead	ET – Health and Medical Management	HMM-ET Value Stream Lead
Mark Noonan	Vice President	Cloud & Core Infrastructure Development, Security and Operations	ET Infrastructure
Munish Dogra	Engineering Director and Value Stream Lead	ET: Commercial Value Stream	ET Commercial
Hiren Thakkar	Senior Director	Engineering and Tech Delivery	Data and Data Governance
Robert DiRamio	Senior Enterprise Architect	Enterprise Architecture	Enterprise Architecture
Susanta Choudhury	Director	Data & Analytics Solution Architecture	Data Integration; Solution Architecture

Membership will be reviewed and updated no less than annually by the Committee Chairs.

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MEETINGS:

Meeting Candence: Once a Month, 2nd Friday of each month

Meeting Times & Location: 1:30 – 2:15 pm ET, Virtual Microsoft Teams Meeting

Description of Meeting Activities: Executive Summary, Key Accomplishments, Review Timelines and Key Milestones, Challenges/Risks/Issues, Leadership Asks/Awareness Items, Next Steps
Upcoming 30-60-90 days Key Activities

Agenda Creation: Sureshkumar Chinnappan (ET-Director), Dhaval Surti (Program Manager), Elena Henkin (Product Management)

Responsible for Recording Meeting Activities: Dhaval Surti (Program Manager)

The frequency of the meetings will be reviewed on a yearly basis. Committee members are expected to attend all meetings but may be represented by an appropriate replacement in their absence.

Responsibilities:

The steering committee will review the Program Executive Summary, Key Accomplishments, Review Timelines and Key Milestones, Challenges/Risks/Issues, Leadership Asks/Awareness Items

The program progress will be measured through Value Stream Epic, Capabilities & Team Epics in Jira.

The program progress, committee actions and decisions will be reported to the committee members & others outside the committee by sharing the steering committee report reviewed during the meeting and uploading on sharepoint for reference.

OBJECTIVES:

The Steering Committee scope includes:

- Develop and approve the program's roadmap and action plans.
- Review the implementation of EDI transactions migration to the cloud, Submitter cutover, Archival solution & On Prem infrastructure decommissioning.
- Allocate budget, personnel, and technology resources to support program initiatives.
- Provide progress reports and updates to senior leadership.
- Mitigate potential risks and challenges to the program's success.
- Facilitate regular communication and updates to stakeholders, including senior leadership, program teams, and external partners.

The Steering Committee scope does not include:

- Tactical or Day-to-Day project management, technical details or operational management.
- Decisions regarding individual personnel matters, such as hiring or performance evaluations.
- Direct management of vendor relationships or contracts.

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DECISION-MAKING:

- Steering Committee decision-making processes are transparent, with documentation on how the committee made the decision and process
- Decisions will be made based on data, evidence, and objective analysis. The committee will use reliable data sources and analytics to inform its decisions
- The committee will ensure that decisions support the broader mission of the organization
- The committee will consider potential risks and develop mitigation strategies when making decisions
- Decisions that fall outside the committee's authority, such as those that exceed financial thresholds, involve significant changes to the program's scope, or have potential legal or compliance implications, will be escalated to senior leadership.

EXPECTED OUTCOMES:

- Steering Committee will provide oversight and deliver the key outcomes of the EDI Tech Phoenix program for EDI modernization.
- Automatic scaling capabilities to meet growing business operations including claims, enrollment and provider teams that service our clients
- Estimated Incident Reduction: Expect modernized platform to reduce 25% incidents
- Increased Platform Stability: Expect modernized platform to provide 25% increased stability
- Estimated Cost Reduction: Expect up to 50% reduction of total estimated cost

REPORTING STRUCTURE OF COMMITTEE:

Steering Committee reports to various stakeholders, including senior leadership and executive teams (Monthly - executive summary, detailed program status & progress), Business, Operations stakeholders and Internal teams (Monthly - executive summary, detailed program status & progress), Business, Operations stakeholders and Internal teams (Biweekly – Sprint Status report)

CONFIDENTIALITY

In conducting its business, members of the Committee will take special care, consistent with the Company's Code of Ethics and Conduct (the Blueprint) to protect the confidentiality of sensitive information it receives.

CONFLICTS OF INTEREST

Committee members will promptly disclose any conflict of interest they may have with respect to any matter to be discussed by the Committee.

POLICIES:

Company's Code of Ethics and Conduct (the Blueprint) to protect the confidentiality of sensitive

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ANNUAL REVIEW: The Committee Charter will be reviewed and updated annually, and when significant changes occur such as leadership changes, changes in focus to respond to revised corporate priorities, changes in reporting, changes in decision making authority and/or structure, and/or responding to external changes such as regulatory updates.

Document Information:

REVISION HISTORY:

Version	Date	Revision Summary
1.0	3/25/25	Initial Draft

DOCUMENT OWNER:

Name	Organization
Sureshkumar Chinnappan	ET

REVIEWERS:

Name	Division	Versions