

Kennedy, Michael Thomas

Chief Information Officer
System Security Officer

Peraton FY23 Performance Review

Organization: CMS - NHIC Staff (Robert Harrington
(81059905))

Location: MAT200 - MA P0 - Teleworker

01/01/2023 - 12/31/2023

Manager: Robert Harrington (81059905)

Evaluated By: Robert Harrington (81059905)

FY23 Overall Evaluation

Manager Overall Evaluation

Rating: Achieves Expectations

Comment:

For the performance review period, Mike Kennedy achieved expectations in his role as NHIC CIO & SSO. He continued to oversee current security and antivirus maintenance for the NHIC account including reviewing all corporate security alerts/advisories/directives and providing feedback /advise related to the NHIC environment. Mike assured that all preventative maintenance schedules for IT equipment were completed timely including security and antivirus patches levels for all NHIC servers. Related achievements and supporting actions during the performance period included:

- Implemented new Internal Controls for the Worldgate environment and identified the opportunity to remove the Worldgate VPN login based on network diagrams streamlining connectivity to the NHIC Worldgate environment.
- Maintained all IT/Security documentation and completed all IT/Security Document & Record Index reviews timely.
- Represented NHIC at the Peraton Defense Enterprise & Health Solutions BCIS project meetings.
- Actively participated in the weekly Peraton IT/Security change control meetings.
- Attended recurring Peraton Security CoP monthly meetings.

Additionally, Mike oversaw the NHIC Incident Reporting process, Risk Assessment Program, and IT/Security documentation compliance. Related activities including:

- Managed the NHIC Incident Reporting process.
- Achieved no IT or Security audit findings during the performance review period.
- Completed the IT/Security Document & Record Index Reviews timely in support of the NHIC Quality Management System (QMS) to support compliance with ISO 9001:2015 recertification.
- Supported the 2023 NGS SSAE 18 audit documentation requests with no audit findings.
- Maintained compliance to NGS internal control program requirements; completed all monthly IT & Security internal controls and tracked in the Security Internal Control Log
- Managed the NHIC Monthly Risk Assessment and Program; produced all monthly Risk Assessments timely and disseminated to NHIC leadership team. During the performance period, all risks were tracked and/or closed.

Mike Kennedy consistently achieves his goals and can be counted on for his IT and system security expertise supporting NHIC's mission.

Employee Overall Evaluation

Comment:

2023 Accomplishments:

- Coordinated with HR to transfer NHIC employees who were assigned to the Hingham site to teleworker status in Workday
- Implemented new Internal Controls for the Worldgate environment and successfully completed the 2023 NGS SSAE audit with no audit findings
- Identified the opportunity to remove the Worldgate VPN login based on network diagrams, which streamlined the connectivity to the NHIC environment in Worldgate
- Provided input & feedback related to NHIC in the weekly (now monthly) Peraton BCIS project meetings
- Actively participated in the weekly Peraton IT/Security change control meetings
- Attended recurring Peraton Security CoP monthly meetings

- Maintained current security and antivirus patches levels for all NHIC servers
- Reviewed any corporate security alerts/advisories/directives and provided feedback for the NHIC environment

Incident Reporting

- No reportable incidents in the review period
- One non-reportable incident was identified, addressed, and closed timely

Audits

- No IT or Security audit findings in the review period

NHIC Risk Program

- Produced all monthly Risk Assessments timely and disseminated to NHIC leadership team
- All risks tracked and/or closed

Internal Controls

- Maintained compliance to NGS internal control program requirements
- Completed all monthly IT & Security internal controls and tracked in the Security Internal Control Log

QMS

- Completed all IT/Security documentation annual reviews timely
- Participated in the NQA & Peraton ISO audits as required
- Completed the IT/Security Document & Record Index Reviews timely

Acknowledgement

Employee

Entered by: Michael Kennedy | Mike Kennedy (21615757) **Date:** 03/15/2024

Status: Acknowledge without Comments

Comment:

FY23 Goal Attainment

Be a profitable growth engine for the company and manage programs efficiently and effectively

- Win Task Orders / Grow Account / Program
- Accurate Financial Forecast/Outlook: Outlooks +/- 3% month-to-month variance
- Spend not to exceed contract funding levels
- Achieve Account Revenue/Operating Profit: Revenue >\$7.4M; EBIT >\$0.8M
- Maintain employee utilization targets

Due Date: 12/31/2023 **Status:** Complete **Completion Date:** 12/31/2023

Category: Growth

Manager Evaluation

Comment:

Employee Evaluation

Comment:

Continuous Improvement

- Complete document/record reviews timely
- Complete assigned QMS deliverables timely
- Following corrective action process including CAPs completed in 90 days
- Maintain NHIC ISO certification 9001:2015
- No material weaknesses or high-risk audit findings identified

Due Date: 12/31/2023 **Status:** Complete **Completion Date:** 12/31/2023

Category: Continuous Improvement

Manager Evaluation

Employee Evaluation

Comment:

Comment:

Deliver high quality services to our clients

- Meet or exceed all JK CMS and internal performance measurements noted on the NHIC Metric Plans
- Achieve 100% Met rating on QASP standards; 100% Met Overall
- Maintain workload inventories to ensure performance metrics are met
- No material weaknesses or high-risk audit findings identified

Due Date: 12/31/2023 **Status:** Complete **Completion Date:** 12/31/2023

Category: Execution

Manager Evaluation

Employee Evaluation

Comment:

Comment:

Develop skills to support current role / career growth

- Continue to attend the Peraton Cybersecurity Technical Series Community of Practice webinars to keep abreast of new technologies and everchanging security threats
- Continue ongoing subscriptions to the NIST IT/Cybersecurity & HHS newsletters and alerts for information on evolving risk

Due Date: 12/31/2023 **Status:** Complete **Completion Date:** 12/31/2023

Category: Growth

Manager Evaluation

Employee Evaluation

Comment:

Comment:

IT/Security/Worldgate Oversight

- Keep NHIC Operations apprised of ongoing IT changes and updates
- Manage the Security Incident Reporting process by reporting incidents timely and tracking incidents to closure
- Manage ongoing risk and produce monthly risk assessments timely
- Manage the NHIC IT/Security Internal Control Program

Due Date: 12/31/2023 **Status:** Complete **Completion Date:** 12/31/2023

Category: Execution

Manager Evaluation

Employee Evaluation

Comment:

Comment: