



**Board of Directors Meeting**

**Meeting Location: Conference Call**

**December 18, 2017**

**4:00-5:00pm**

**Call-in number: (866) 906-9888; Pass code: 6850751#**

**Agenda**

- |      |   |                     |
|------|---|---------------------|
| I.   | Consent Agenda  | Bruce Bullock MD    |
|      | a. Approval of Minutes from November 27, 2018 meeting |                     |
| II.  | Interim President's Report                            | Michael Smith       |
| III. | Approval of Audited FY18 Financials                   | Robert (Bob) Turnau |
| IV.  | Approval of Strategic Plan                            | Michael Smith       |
| V.   | Next Meeting: January 22, 2019 4-6pm at VITL          |                     |
| VI.  | Adjourn Board   | Bruce Bullock MD    |

**Vermont Information Technology Leaders, Inc.**

**Location:** Conference Call

**Meeting Date:** December 18, 2018

**Attendees:**

- |  |  |   |   |  |
|--|--|---|---|--|
| <input checked="" type="checkbox"/> Jessa Barnard      | <input checked="" type="checkbox"/> Joel Benware     | <input checked="" type="checkbox"/> Susan Besio | <input checked="" type="checkbox"/> Bruce Bullock, MD | <input checked="" type="checkbox"/> Mike Del Trecco  |
| <input checked="" type="checkbox"/> Mary Beth Eldredge | <input checked="" type="checkbox"/> Richard Elmore   | <input checked="" type="checkbox"/> Tom Evslin  | <input checked="" type="checkbox"/> Leah Fullem       | <input checked="" type="checkbox"/> Kelly Lange      |
| <input type="checkbox"/> Todd Moore                    | <input checked="" type="checkbox"/> Mark Nunlist, MD | <input checked="" type="checkbox"/> Amy Putnam  | <input checked="" type="checkbox"/> Richard Slusky    | <input checked="" type="checkbox"/> Michael K. Smith |

**Staff:** Kristina Choquette, Robert (Bob) Turnau, and Joshua Cheney

**Other:** Steve Austin, Gallagher Flynn

Topic	Presentation	Discussion and Action	By Whom or When
Meeting convened	Bruce Bullock, MD convened the meeting at 4:02 pm.		
Consent Agenda	<ul style="list-style-type: none"> <li>Bruce Bullock, MD called for approval of November meeting minutes</li> </ul>	<p><b>Motion:</b></p> <ul style="list-style-type: none"> <li>To accept the minutes from the November 25, 2018 meeting</li> </ul>	<ul style="list-style-type: none"> <li><b>Motion:</b> Amy Putnam; 2<sup>nd</sup> Mike Del Trecco</li> <li><b>Approved</b></li> </ul>
Interim President's Report	<ul style="list-style-type: none"> <li>Mike Smith provided an update on the following topics.</li> </ul>	<ul style="list-style-type: none"> <li>VITL is on track to meet the deliverables in the work plan. VITL has reduced the number of known duplications in the VHIE by 60% surpassing the goal of 40%.</li> <li>There are questions about some numbers Medicity provided and Mike would like to bring in a firm to audit the VHIE to improve confidence in data.</li> <li>Contract deliverables: there are a few Blueprint deliverables that will not be made due to those organizations not being ready for implementation. We have, however, exceeded the number of interfaces.</li> <li>The CY19 State of VT contract should be signed in the coming week.</li> <li>The CY19 OneCare VT contract is still in negotiations; however, Mike does not anticipate any issues with getting it signed.</li> <li>Mike will be the VITL representative to the HIE Steering Committee after Kristina steps down on January 15<sup>th</sup>, 2019.</li> </ul>	
Approval of Audited FY18 Financials	<ul style="list-style-type: none"> <li>Steve Austin</li> <li>Amy Putnam</li> </ul>	<ul style="list-style-type: none"> <li>No material weaknesses or significant deficiencies were found.</li> <li>There are some changes as VITL has moved from grants to contracts.</li> <li>The audit committee met and reviewed the 2018 audit with Steve Austin. All members of the audit committee were present. The committee approved the audit.</li> </ul> <p><b>Motion:</b></p> <ul style="list-style-type: none"> <li>To approve the 2018 Audit as presented</li> </ul>	<ul style="list-style-type: none"> <li><b>Motion:</b> Amy Putnam; 2<sup>nd</sup> Tom Evslin</li> </ul>

			<ul style="list-style-type: none"> <li>• <b>Approved</b></li> </ul>
Approval of VITL Strategic Plan	<ul style="list-style-type: none"> <li>• Mike Smith</li> </ul>	<ul style="list-style-type: none"> <li>• Mike would like to a vote to approve the Strategic Plan as presented with the understanding that the Board will be reviewing the document in 2019.</li> <li>• Discussion was had on the document with the following points being made for future consideration: <ul style="list-style-type: none"> <li>○ The plan should be consistent with healthcare reform goals and should state that.</li> <li>○ Strategic plan should be measurable and realistic.</li> <li>○ As the plan is discussed and evolves it should be clear what the benefits to the community are.</li> </ul> </li> </ul> <p><b>Motion:</b> To approve the strategic plan as presented</p>	<ul style="list-style-type: none"> <li>• <b>Motion:</b> Susan Besio; 2<sup>nd</sup> Joel Benware</li> <li>• <b>Approved</b></li> </ul>
Next Meeting		<ul style="list-style-type: none"> <li>• Next meeting: January 22<sup>nd</sup>, 4-6 pm</li> </ul>	
Adjournment	Bruce Bullock, MD adjourned the meeting at 4:37 pm		

Joshua E. Cheney, Executive Assistant  
VITL