



Board of Directors Meeting

Meeting Location: VITL, 1 Mill Street, Suite 249, Burlington, VT – Stratton Conference Room

November 14, 2017

4:00-6:00pm

Call-in number: (866)-906-9888; Passcode – 6850751#

Agenda

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| I. | Consent Agenda | Bruce Bullock, MD |
| | • Approval of Minutes from July 11 and September 28, 2017 Board Meetings | |
| II. | Governance | Bruce Bullock, MD |
| | • Vermont Physicians | |
| III. | Approve Proposed New Vision Statement | John K. Evans & Cam Brown (SFT) |
| IV. | Review Elevator Speech | John K. Evans & Cam Brown (SFT) |
| V. | Review Strategic Plan Overview 2017-2020 | Cam Brown (SFT) |
| VI. | HTS Report and Public Relations Strategy | John K. Evans |
| VII. | President's Report | John K. Evans |
| VIII. | Financial Update | Bob Turnau |
| IX. | Board Dashboards | Rob Gibson |
| X. | Next Meeting: | |
| | • December 12, 2017 – 4:00-6:00pm – VITL | |
| XI. | Adjourn Board | Bruce Bullock, MD |

Vermont Information Technology Leaders, Inc.



Board Meeting Minutes

Meeting Date: November 14, 2017

Location: VITL 1 Mill Street, Suite 249, Burlington, VT

Attendees:

- | | | | | |
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| <input checked="" type="checkbox"/> Adam Buckley, MD (phone) | <input checked="" type="checkbox"/> Bruce Bullock, MD | <input checked="" type="checkbox"/> Richard Slusky | <input checked="" type="checkbox"/> John K. Evans | <input checked="" type="checkbox"/> Richard Elmore |
| <input type="checkbox"/> Jerry Ford | <input checked="" type="checkbox"/> Don George (phone) | <input checked="" type="checkbox"/> Joel Benware | <input checked="" type="checkbox"/> Amy Putnam | <input checked="" type="checkbox"/> Todd Moore |
| <input checked="" type="checkbox"/> Mike Del Trecco | <input checked="" type="checkbox"/> Rep. Lori Houghton | <input checked="" type="checkbox"/> Jessa Barnard | | |

Other: Liz Miller, Dunkiel, Saunders, Elliott, Raubvogel & Hand; Chris Rice, MMR; Commissioner Cory Gustafson, DVHA; Deputy Commissioner Michael Costa, DVHA; and Emily Richards, DVHA

Staff: Robert (Bob) Turnau, Frank Harris, Kristina Choquette, and Heidi Banks

Topic	Presentation	Discussion and Action	By Whom or When
Meeting convened	Dr. Bruce Bullock convened the meeting at 4:04pm.		
Consent Agenda	<ul style="list-style-type: none"> Dr. Bullock called for approval of the July 11 and September 28, 2017 Board meeting minutes. 	<p>Motion:</p> <ul style="list-style-type: none"> To accept the minutes from the July 11 and September 28, 2017 Board meetings. 	<p>Motion: Joel Benware; 2nd – Lori Houghton; All Approved</p>
Governance	<ul style="list-style-type: none"> Election of Director to represent the Vermont Physicians to the VITL Board for the two-year term of September 2017 to September 2018. 	<ul style="list-style-type: none"> Jessa Barnard was asked to leave the room. Election of Jessa Barnard to represent the Vermont physicians as a Director to the VITL Board for the two-year term of September 2017 to September 2019. <p>Motion:</p> <ul style="list-style-type: none"> Nominate Jessa Barnard for a two-year term to the VITL Board from September 2017 to September 2019. <ul style="list-style-type: none"> Jessa rejoined the meeting and was welcomed to the Board. 	<p>Motion: Todd Moore; 2nd – Joel Benware; All Approved</p>
HTS Report Discussion with the State of Vermont	<ul style="list-style-type: none"> Commissioner Cory Gustafson, Deputy Commissioner Michael Costa, & Emily Richards, Director of Health Information Technology Program (HIT) from the Department of Vermont Health Access (DVHA) joined to discuss the HTS report submitted to the State of Vermont (SOV) on November 1, 2017. 	<ul style="list-style-type: none"> Introductions were performed. The VITL Board and the State had an in-depth conversation regarding the State’s evaluation of Health Information Technology Activities prepared by HealthTech Solutions. Commissioner Cory Gustafson, Deputy Commissioner Michael Costa, and Emily Richards left the VITL Board Meeting. The Board went into Executive Session at 5:15pm The Board came out of Executive Session at 6:05pm 	

Approve Proposed New Vision Statement		<ul style="list-style-type: none"> This agenda item was tabled. 	
Review Elevator Speech		<ul style="list-style-type: none"> This agenda item was tabled. 	
Review Strategic Plan Overview 2017-2020		<ul style="list-style-type: none"> This agenda item was tabled. 	
HTS Report and Public Relations Strategy		<ul style="list-style-type: none"> This agenda item was tabled. 	
President's Report		<ul style="list-style-type: none"> This agenda item was tabled. 	
Financial Update	<ul style="list-style-type: none"> Robert (Bob) Turnau provided an updated on the following topics: <ul style="list-style-type: none"> FY18 Q1 financials and balance sheet FY17 audited financial statements 	<ul style="list-style-type: none"> Bob gave a brief overview of the FY18 Q1 financials and balance sheet. The draft financial statements have been completed by JMM. Bob gave a high-level recap of the statement of activities for the years ended June 30, 2017 and 2016. Bob gave a high-level summation of the balance sheet items for the year ended June 30, 2017. The State of Vermont is currently reviewing VITL's final billing and indirect cost rate for FY17. Bob is still waiting on confirmation regarding the timing of the State's completing their review. 	
Board Dashboards		<ul style="list-style-type: none"> This agenda item was tabled. 	
Next Meeting		<ul style="list-style-type: none"> Next VITL Board Meeting: December 12, 2017 - VITL 	
Adjournment	Dr. Bullock adjourned the meeting at 6:07pm.		

Heidi K. Banks, Executive Assistant
VITL