



Board of Directors Meeting
Meeting Location: VITL – 1 Mill Street, Suite 249, Burlington, VT
September 25, 2018

Agenda
Annual Meeting
8:00-9:00am

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|------|---|--------------------|
| I. | Consent Agenda | Bruce Bullock, MD |
| | a) Approval of Minutes from August 28, 2018 Board meeting | |
| II. | Governance | Bruce Bullock, MD |
| | a) Election of Directors for a 2 Year Term | |
| | b) Election of Officer for a 1 Year Term | |
| III. | Interim President's Report | Michael Smith |
| IV. | Financial Update | Robert Turnau |
| V. | Metrics and Work Plan Update | Kristina Choquette |
| VI. | Bylaws Update | Elizabeth Miller |
| VII. | Adjourn Annual Meeting | Bruce Bullock, MD |

Agenda
Board Retreat
9:00-1:00pm

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|------|------------------|---|--------------------------------|
| I. | 9:00-9:15 am | Meeting Agenda/ Objectives | Bruce Bullock, MD |
| II. | 9:15-9:30 am | Recruitment Discussion for New President & CEO | Bruce Bullock, MD |
| III. | 9:30 to 10:00 am | Review of Strategic Memo | Michael Smith |
| IV. | 10:00-11:00 am | State of Vermont (Review of State's HIT/HIE Plan) | Michael Costa & Emily Richards |
| V. | 11:00-1:00 pm | Establish Strategic Goals, Lunch & Next Steps | Bruce Bullock, MD |
| VI. | 1:00 pm | Adjourn Board Retreat | Bruce Bullock MD |

Vermont Information Technology Leaders, Inc.



Board Retreat Meeting Minutes

Meeting Date: September 25, 2018

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

Attendees:

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|--|--|---|---|--|
| <input checked="" type="checkbox"/> Jessa Barnard | <input checked="" type="checkbox"/> Joel Benware | <input type="checkbox"/> Susan Besio | <input checked="" type="checkbox"/> Bruce Bullock, MD | <input checked="" type="checkbox"/> Mike Del Trecco |
| <input checked="" type="checkbox"/> Mary Beth Eldridge | <input checked="" type="checkbox"/> Richard Elmore | <input checked="" type="checkbox"/> Thomas Evslin | <input type="checkbox"/> Leah Fullem | <input checked="" type="checkbox"/> Kelly Lange |
| <input checked="" 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 |

Other: Michael Costa, Emily Richards

Staff: Kristina Choquette, Robert (Bob) Turnau, Andrea De La Bruere, Carolyn Stone and Heidi Banks

Topic	Presentation	Discussion and Action	By Whom or When
Meeting convened	Bruce Bullock, MD convened the meeting at 9:48 am.		
Meeting Agenda/ Objectives		<ul style="list-style-type: none"> Bruce Bullock, MD reviewed the agenda and objectives for today’s Board Retreat. 	
Recruitment Discussion for New President & CEO		<ul style="list-style-type: none"> Dr. Bullock reminded the Board that Mike Smith agreed to serve at VITL’s Interim President and CEO through March 2020. Next year the Executive Committee will be leading a CEO search. He also announced that after serving as Board Chair for the last two and a half years this will be his last year. If anyone has comments or questions regarding these two topics, please send Dr. Bullock an email. 	
Review of Strategic Memo		<ul style="list-style-type: none"> Mike Smith reviewed the strategic memo he sent to the Board in August. 	
State of Vermont (Review of State’s HIT/HIE Plan)		<ul style="list-style-type: none"> Michael Costa, Deputy Commissioner of DVHA and Emily Richards, Health Information Exchange Program Director of DVHA joined the meeting at 10:02am. Michael and Emily reviewed the States’ HIE/HIT plan that is being developed by the HIE Steering Committee. Michael Costa and Emily Richards left the meeting at 10:32am. 	
Establish Strategic Goals, Lunch & Next Steps		<ul style="list-style-type: none"> Dr. Bullock lead a discussion regarding establishing strategic goals and the next steps for creating a strategic plan. VITL leadership to draft a document based upon Board discussion. This document will be sent out to the Board in October and reviewed at the November Board meeting. 	
Adjournment	Bruce Bullock, MD adjourned the meeting at 2:29 pm.		

Heidi K. Banks, Executive Assistant
VITL