



**Board of Directors Annual Meeting
Video Conference Call
1 877 309 2073 Access Code: 493-370-541
September 22, 2020**

Draft Agenda

1. Chair Intro / Overview of the Session	05 minutes	Leah Fullem
2. State of HIE Presentation: David Kendrick, MD, MPH, FACP	60 minutes	David Kendrick
3. Opportunities Discussion	50 minutes	Maurine Gilbert
4. Board Actions	10 minutes	Leah Fullem
a. Approval of Minutes		Action Required
b. Consent Agenda		Action Required
c. Election of Officers		Action Required
5. Next Steps in Strategic Planning Discussion	20 minutes	Leah Fullem & Beth Anderson
a. CY21		
b. Beyond		
6. CEO Update	10 minutes	Beth Anderson
7. Data Governance Update	15 minutes	Christopher Shenk
8. Financials	10 minutes	Bob Turnau

**Next Meeting
November 17, 2020
4-6 pm**

Our Mission: VITL's mission for the Vermont Health Information Exchange (VHIE) is focused on data, particularly strategies to ensure that accurate and secure data is delivered in the most efficient, effective and useful manner. This means delivering data not only to providers at the point of care, but also to health care organizations, payers and others engaged in reforming the delivery of health care in our state. VITL's technological and entrepreneurial skills will be fully utilized to create the value-added products and services that improve quality and reduce the cost of health care in Vermont.



**Board of Directors Annual Meeting
September 22, 2020
G2M Virtual Conference**

X	Leah Fullem	X	Kelly Lange	X	Debra Royce	X	Joel Benware	X	Jessa Barnard
A	Mark Nunlist	X	Mary Beth Eldredge	X	Noman Ward	X	Rich Elmore	X	Susan Besio
X	Tim Kenney	X	Tom Evslin	X	Jeff Tieman				

Staff: Beth Anderson, Carolyn Stone, Christopher Shenk, Frank Harris, Maurine Gilbert, Robert Turnau

Guests: David Kendrick

Topic	Presenter	Discussion and Action	By Whom or When
Meeting convened		Leah Fullem convened the meeting at 3:02 PM	
Meeting Overview	Leah Fullem	Leah reviewed the agenda and gave an overview of the meeting structure	
State of HIE	David Kendrick	The session was recorded and will be posted on the VITL Board SharePoint Site.	
Business Opportunities	Maurine Gilbert	Maurine led an exercise to explore business opportunities for VITL. Output from that exercise will be shared separately.	
Minutes	Leah Fullem	Motion: To Approve the July 28, 2020 minutes as Presented	Motion: Kelly Lange 2nd: Tom Evslin Approved
Consent Agenda		Motion: To approve the extension of the HCI contract through 12/31/21 at CY21 cost of \$999.7K with an option to renew for 6 months	Motion: Mary Beth Eldredge 2nd: Susan Besio Approved
Board Member Elections		Motion: Elect the following board members to a two-year term: <ul style="list-style-type: none"> • Susan Besio • Tom Evslin • Leah Fullem • Kelly Lange 	Motion: Jeff Tieman 2nd: Norman Ward Abstain: Susan Besio Tom Evslin Leah Fullem Kelly Lange Approved
Board Officers Election		Motion: Elect the following officers: <ul style="list-style-type: none"> • Leah Fullem, Board Chair • Kelly Lange, Vice-Chair • Debra Royce, Treasurer • Joel Benware, Secretary 	Motion: Susan Besio 2nd: Rich Elmore Abstain: Leah Fullem Kelly Lange Debra Royce

			Joel Benware Approved
CEO Update	Beth Anderson	<p>Project Matrix Update: The majority of projects are going as expected. We are behind schedule on the MedicaSoft project, largely due to two factors:</p> <ol style="list-style-type: none"> 1. The VITL teams work to support the State’s reporting and interface needs in support of the pandemic response; and 2. Working with a vendor on a platform that doesn’t have a lot of implementation experience. <p>The team is working with MedicaSoft to keep the project moving forward and is looking to hire some external resources to supplement our staff. Overall, though, the team remains excited about the new platform and its capabilities as they dig in and learn more.</p> <p>CY21 Contract Discussions: Have begun discussions and establishing priorities and deliverables.</p> <p>COVID-19 Work: We continue to work closely with the state. We have automated daily data collection for HHS reporting that hospitals were doing manually and adding new labs with testing results.</p>	
Data Governance	Christopher Shenk	<p>Data Governance Timeline / Board Involvement</p> <ul style="list-style-type: none"> • Presented progress to the Technology Committee in July • VITL Board Governance working group established and meeting shortly • November 17 Board Meeting – The final draft will be reviewed with the board and approval of the draft requested. A draft will be sent by November 03, 2020 	
Financial Update	Bob Turnau	<p>June 30 Draft Financials:</p> <ul style="list-style-type: none"> • The audit is underway with Gallagher Flynn • Full-year revenue is lower than the updated budget • Expenses are lower than the updated budget • 210 days of cash on hand <p>Estimated August YTD:</p> <ul style="list-style-type: none"> • Estimated revenue to be slightly off plan (3%) • Estimated expenses to be lower than plan due to lower labor and consulting • Change in net assets ahead of plan <p>Overall VITL financials are better than budgeted</p>	
Adjournment	Leah Fullem	Leah Fullem adjourned the meeting at 5:54 pm	

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