



Board of Director's Meeting

May 24, 2022

3:00-5:00 pm

[Click here to join the meeting](#)

Agenda

- |  |            |  |
|--|------------|--|
| 1. Call to Order & Vote on March Meeting Minutes | 5 Minutes  | Action Required                        |
| 2. Board Chair's Report                          | 10 Minutes | Leah Fullem                            |
| 3. President's Report                            | 10 Minutes | Beth Anderson                          |
| 4. Finance Committee Update                      | 40 Minutes | Debra Royce,<br>Beth Anderson          |
| • General Update                                 |            |  |
| • March Year to Date & FY22 Year End Forecast    |            |  |
| • Proposed FY23 Budget                           |            |  |
| ◦ Budget overview                                |            | Action Required                        |
| ◦ Proposal to invest FY22 surplus                |            | Action Required                        |
| ◦ FY24 & 25 projections                          |            |  |
| 5. MedicaSoft Project Update                     | 15 Minutes | Kristina Choquette,<br>Maurine Gilbert |
| 6. Adjourn                                       |            |  |



**Board of Directors Meeting  
Meeting Minutes  
May 24, 2022**

**Board Members Present:**

x	Barnard, Jessa		Elmore, Rich	x	Royce, Debra
x	Besio, Susan		Evslin, Tom		Tieman, Jeff
x	Burroughs, Shawn	x	Fullem, Leah		Ward, Norman
x	Eldredge, Mary Beth	x	Lange, Kelly	x	Anderson, Beth

**VITL Staff Present:**

Kristina Choquette, Maurine Gilbert, Carolyn Stone, & Heidi Banks

Topic	Presenter	Discussion	Action
Meeting Convened		Leah Fullem, Board Chair, convened the meeting at 3:02 pm.	
1. Meeting Minutes	Leah Fullem	<b>Motion:</b> Approve the March 22, 2022, meeting minutes as presented.	<b>Motion: Mary Beth Eldredge Second: Susan Besio Approved</b>
2. Board Chair's Report	Leah Fullem	<ul style="list-style-type: none"> <li>• <u>Board Members:</u> Leah announced the following changes to the Board:               <ul style="list-style-type: none"> <li>○ Jeff Tieman will be leaving the Board effective June 30, 2022, as he has taken a position in Colorado. Jeff is the Vice Chair, will need to fill this position.</li> <li>○ Tom Evslin has also submitted his resignation from the Board effective immediately.</li> <li>○ Additionally, Leah will be stepping down as Chair of the board in September. Will need to fill this position.</li> <li>○ Need to start the process of recruiting and seating new board members.</li> <li>○ Discussion of recruiting options ensued.</li> </ul> </li> </ul>	<b>No action requested</b>
3. President's Report	Beth Anderson	<ul style="list-style-type: none"> <li>• <u>General Updates:</u> Beth provided the following updates:</li> </ul>	<b>No action requested</b>

		<ul style="list-style-type: none"> <li>○ On target to end our overall contract with Health Catalyst (HCI) on June 30, 2022. However, will be looking to HCI for Results Delivery and Direct Secure Messaging.</li> <li>○ All 3 Health Information Exchanges (HIEs) have approved signing the New England Collaboration Agreement between Maine, Rhode Island, and Vermont. A press release is set to go out in the next few weeks.</li> <li>● <u>Certification &amp; CY23 Contract:</u> As previously mentioned VITL has officially received notice of Centers for Medicare &amp; Medicaid Services (CMS) Medicaid Certification.</li> <li>● <u>Medicaid Data Warehouse project:</u> The State is taking a new approach to the Medicaid Data Warehouse and Analytics Solution (WDWAS) project and will looking at it as three separate parts: a Data Lake, Analytics Data Warehouse and Data &amp; Analytics. The State is sole sourcing the Analytics Data Warehouse to VITL. The other two pieces will go out to RFP.</li> </ul>	
4. Finance Committee Update	Debra Royce, Beth Anderson	<ul style="list-style-type: none"> <li>● <u>March Year to Date &amp; FY22 Year End Forecast:</u> <ul style="list-style-type: none"> <li>○ Revenue: March revenue was lower than expected, largely due to timing in projects related to assumptions made last spring.</li> <li>○ Expenses: Lower than planned, largely due to materials and services being lower than planned.</li> <li>○ VITL currently has 207 days of cash on hand.</li> </ul> </li> <li>● <u>Proposed FY23 Budget:</u> Beth and Deb reviewed the projected revenue from CY23 contracts and the proposed budget for FY23.</li> <li>● <u>Business Model:</u> Beth gave a brief update on the progress of the business model. A deeper discussion will take place at the July meeting.</li> </ul> <p><b>Motion:</b> To approve the Fiscal Year 2023 Budget as presented and authorize VITL leadership to submit the budget to the Green Mountain Care Board for its consideration.</p> <p>Medica</p> <p><b>Motion:</b> To approve the use of up to \$175,000 of surplus funds from Fiscal Year 2022 to fund a redesign of the interface engine.</p>	<p><b>Motion: Susan Besio</b>  <b>Second: Mary Beth Eldredge</b>  <b>Approved</b></p> <p><b>Motion: Kelly Lange</b>  <b>Second: Mary Beth</b></p>

			<b>Eldredge Approved</b>
5. MedicaSoft Project Update	Kristina Choquette, Maurine Gilbert	<ul style="list-style-type: none"> <li>• <u>MedicaSoft Project Update</u>: Kristina provided an update on the MedicaSoft project.</li> <li>• <u>Provider Portal Update</u>: Maurine updated the board on the new provider portal and gave a demo.</li> </ul>	<b>No action requested</b>
6. Adjournment	Leah Fullem	Leah Fullem adjourned the meeting at 4:18 pm.	<b>Motion: Mary Beth Eldredge Second: Deb Royce Approved</b>