



Board of Director's Meeting

July 26, 2022

3:00-5:00 pm

Agenda

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| 1. Call to Order | | |
| 2. Review of May Meeting Minutes | 5 Minutes | Action Planned |
| 3. Board Chair's Report | 20 Minutes | Leah Fullem |
| - Election of new board members | | Action Planned |
| 4. President's Report | 10 Minutes | Beth Anderson |
| 5. Strategic Plan Update | 15 Minutes | Maurine Gilbert,
Beth Anderson |
| - Sustainability and business model | | |
| 6. Finance Committee Update | 15 Minutes | Debra Royce,
Beth Anderson |
| - May 2022 Financials | | |
| - Selection of new audit firm | | Action Planned |
| 7. MedicaSoft Project Update | 10 Minutes | Kristina Choquette,
Maurine Gilbert |
| 8. Patient Education Update | 5 Minutes | Maurine Gilbert |
| 9. Adjourn | | |



**Board of Directors Meeting
Meeting Minutes
July 26, 2022**

Board Members Present:

X	Barnard, Jessa	X	Elmore, Rich		Ward, Norman
X	Besio, Susan	X	Fullem, Leah	X	Anderson, Beth
X	Burroughs, Shawn	X	Lange, Kelly		
X	Eldredge, Mary Beth	X	Royce, Debra		

VITL Staff Present:

Jillian Carpenter, Kristina Choquette, Sue Fritz, Maurine Gilbert, Carolyn Stone, and Heidi Banks

Topic	Presenter	Discussion	Action
Meeting Convened		Leah Fullem, Board Chair, convened the meeting at 3:02 pm.	
1. Meeting Minutes	Leah Fullem	Motion: Approve the May 24, 2022, meeting minutes as presented.	Motion: Mary Beth Eldredge Second: Debra Royce Approved
2. Board Chair's Report	Leah Fullem	<ul style="list-style-type: none"> • Leah thanked board members for meeting with her over the last couple of weeks to provide feedback. • <u>Annual Meeting:</u> VITL's Annual Meeting is scheduled for September 27th from 3-5pm as a remote meeting. Will not be holding an all-day retreat this year. Will have a regular business meeting to elect members whose terms are up for renewal and elect officers. Currently looking for a guest speaker. There will also be a discussion around future strategic planning. • <u>Election of New Board Members:</u> <ul style="list-style-type: none"> ○ Motion: To elect Emma Harrigan as a board member to serve a two-year term. 	Motion: Susan Besio Second: Mary Beth Eldredge Approved

		<ul style="list-style-type: none"> ○ Motion: To elect James Mauro as a board member to serve a two-year term. ● Kelly Lange joined the meeting at 3:07pm. 	<p>Motion: Kelly Lange Second: Susan Besio Approved</p>
3. President's Report	Beth Anderson	<ul style="list-style-type: none"> ● <u>New Executive Assistant:</u> Beth Anderson, President and CEO introduced Jillian Carpenter as the new Executive Assistant. ● <u>CFO Retirement/Search:</u> Beth discussed Bob Turnau's decision to retire. He plans to stay on part time through the audit. Beth has already begun the search for a new CFO. In the interim, she will contract for a fractional CFO to assist until a new CFO once hired and onboarded. ● <u>Collaboration Agreement:</u> <ul style="list-style-type: none"> ○ Response – Have received very positive responses. Our announcement was picked up in several trade journals. VITL be presenting at the Civitas conference in September and at HIMSS in October. ○ Next Steps – Over the next six months will be meeting to develop a plan and a timeline. ● <u>Medicaid Data Warehouse:</u> Beth gave an update. ● <u>Changes at the State – New Health Care Reform Integration Manger:</u> Kristin McClure has been hired as the new Health Care Reform Integration Manager and will be working with AHS on how to integrate health data into the HIE. Another change that is happening is that DVHA and the GMCB will be working together to develop a Data Strategy for the State. ● Jessa Barnard joined the meeting 3:18pm. 	<p>No action requested</p>
4. Strategic Plan Update	Maurine Gilbert, Beth Anderson	<ul style="list-style-type: none"> ● <u>Strategic Plan Update:</u> Beth gave a brief update on progress. ● <u>Sustainability and Business Model:</u> Maurine Gilbert, Director of Client Engagement reviewed the goals and the planning process used in developing the sustainability model and the plan forward. 	<p>No action requested</p>
5. Finance Committee Update	Debra Royce, Beth Anderson	<ul style="list-style-type: none"> ● Debra Royce, Chair of the Finance Committee, expressed her appreciation for the work Bob has done at VITL. She also agreed with Beth's approach in filling the CFO position. 	

		<ul style="list-style-type: none"> • <u>May 2022 Financials</u>: Beth, reviewed the Statement of Activity for the May financials. • <u>Selection of New Audit Firm</u>: Beth reviewed the process that was followed to select and recommend a new audit firm. <p>Motion: To approve the selection of McSoley & McCoy to serve as VITL's auditor for 3-year engagement.</p>	<p>Motion: Kelly Lange Second: Debra Royce Approved</p>
6. MedicaSoft Project Update	Kristina Choquette, Maurine Gilbert	<ul style="list-style-type: none"> • <u>MedicaSoft Project Update</u>: Kristina Choquette, Director of Operations, provided an update on the MedicaSoft project. • <u>Provider Portal Update</u>: Maurine provided an update on the completion of the new provider portal rollout. 	No action requested
7. Patient Education Update	Maurine Gilbert	<ul style="list-style-type: none"> • Maurine gave an overview of the patient education that was relaunched in June 2022. 	No action requested
8. Adjournment		Leah Fullem adjourned the meeting at 4:01pm.	<p>Motion: Kelly Lange Second: Mary Beth Eldredge Approved</p>

Respectfully Submitted,
Heidi K. Banks