



150 Dorset Street
Suite 245, PMB 358
South Burlington, VT 05403

Board of Director's Meeting

July 25th, 2023

3:00-5:00pm

Agenda

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|---------------------------------------|-----------------|-----------------|
| 1. Chair's Report | Rich Elmore | 20 Minutes |
| a. Approve May Meeting Minutes | | Action Required |
| b. Board Terms & Officers | | |
| c. Board Development Committee | | |
| 2. President's Report | Beth Anderson | 20 Minutes |
| a. FY24 Contract | | |
| b. Benchmarking | | |
| 3. Finance Committee | Cara Callanan | 20 Minutes |
| a. FY23 Year-End Projections | | |
| b. Conflict of Interest Policy Update | | Action Required |
| 4. Technology Committee | Sue Fritz | 15 Minutes |
| a. Technology Roadmap Overview | | |
| 5. Strategic Plan Update | Leadership Team | 30 Minutes |
| 6. Adjournment | | |

Mission: To securely aggregate, standardize, and share the data needed to improve the effectiveness of health care for Vermonters.



July 25th, 2023

3:00-5:00PM

Board of Directors Meeting

Teams Conference Call

Board Members Present:

- Jessa Barnard Susan Besio Shawn Burroughs Richard Elmore
- Leah Fullem Emma Harrigan Kelly Lange Debra Royce
- Jimmy Mauro Dr. Norman Ward Beth Anderson

VITL Staff Present: Cara Callanan, Kristina Choquette, Sue Fritz, Maurine Gilbert, Jillian Carpenter

Topic	Presenter	Discussion	Action
Meeting Convened		Richard Elmore convened the meeting at 3:02pm.	
Meeting Minutes	Richard Elmore	Motion: To approve the May meeting minutes as presented.	Motion: Susan Besio Second: Leah Fullem Approved.
1. Chair’s Report <ul style="list-style-type: none"> • Board Terms & Officers • Board Development Committee 	Richard Elmore	Rich shared the board terms for each member, and the need to elect officers in September as he will be stepping down. The Executive Committee will present a slate of officers to the board at the September meeting. Rich reviewed some feedback from the Board Development Committee regarding their work. That committee needs new members, as Mary Beth has retired. The Board will be included as part of the DEI work that VITL has already started.	No action required.
2. President’s Report <ul style="list-style-type: none"> • FY24 Contract • Benchmarking 	Beth Anderson	Beth provided the board with an update about the delay to execution of the FY24 DVHA contract	No action required.

		Mazars has completed their benchmarking report and the executive summary has been made public.	
3. Finance Committee <ul style="list-style-type: none"> FY23 Year-End Projections Conflict of Interest Policy 	Cara Callanan	<p>Cara presented the FY23 year-end projections. The books have been closed through May and the finance team is working on closing them through June.</p> <p>Motion: To approve the updated Conflict of Interest policy as presented.</p>	<p>Motion: Deb Royce Second: Susan Besio Approved.</p>
4. Technology Committee <ul style="list-style-type: none"> Technology Roadmap Overview 	Sue Fritz	Sue shared FY24 projects and provided an overview of the Technology Roadmap. VITL is working on streamlining and enhancing their security program and create a frictionless digital experience for the provider portal to improve the end user experience.	No action required.
5. Strategic Plan Update	Beth Anderson	Beth provided an update on VITL’s Strategic Plan and walked through activities across each of the five directions.	No action required.
Other Business & Adjournment		The meeting adjourned at 4:16pm.	<p>Motion: Leah Fullem Second: Emma Harrigan Approved.</p>

Jillian Carpenter, Executive Assistant
VITL