

Board of Director's Meeting**May 20th, 2024****2:00-4:00pm****Agenda**

- | | | |
|--------------------------------------|-------------------------|------------------|
| 1. Chair's Report | Emma Harrigan | 10 Minutes |
| a. Approve March Meeting Minutes | | Action Required |
| 2. President's Report | Beth Anderson | 10 Minutes |
| 3. Finance Update & FY25 Budget | Deb Royce/Cara Callanan | 50 Minutes |
| a. Year to Date Financials | | |
| b. FY24 Projection | | |
| c. FY25 Contract | | |
| d. FY25 Proposed Budget for approval | | Action Required |
| 4. Secondary Use Policy | Beth Anderson | 45 Minutes |
| a. Discussion of feedback of changes | | |
| b. State request | | |
| c. Approval of changes to policy | | Actions Required |
| 5. Adjournment | | |



May 20th, 2024

2:00-4:00PM

Board of Directors Meeting

Teams Conference Call

Board Members Present:

Beth Anderson

Jessa Barnard

Susan Besio

Shawn Burroughs

Kelly Champney

Leah Fullem

Emma Harrigan

Rick Hildebrant

Sarah Lindberg

Jimmy Mauro

Debra Royce

Dr. Norman Ward

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

Topic	Presenter	Discussion	Action
		Emma Harrigan convened the meeting at 2:02pm.	
1. Chair's Report • Approve March Meeting Minutes	Emma Harrigan	Motion: To approve March meeting minutes as presented.	Motion: Norm Ward Second: Rick Hildebrant Approved.
2. President's Report	Beth Anderson	<i>Leah Fullem joined at 2:06pm.</i> Beth provided an update on staffing, the current legislative session regarding the Vermont Data Privacy bill and the HIPAA Privacy Rule to Support Reproductive Health Care Privacy and shared that VITL was recognized for the work that is being completed in partnership with VDH at a national conference. Beth introduced Maggie Phelan, VITL's Office Coordinator.	
3. Finance Update & FY25 Budget	Deb Royce/Cara Callanan	Motion: To approve the Fiscal Year 2025 budget as presented.	Motion: Leah Fullem Second: Rick Hildebrant

<ul style="list-style-type: none"> • Year to Date Financials • FY24 Projection • FY25 Contract • FY25 Proposed Budget for approval 		<p>Cara shared the year-to-date financials, FY24 year-end projection, and the proposed FY25 budget.</p> <p>Beth highlighted a few of VITL’s FY24 accomplishments. Some of these include 147 new data collection interfaces, connected 15 new organizations to query the VDH Immunization Registry, and are working with VDH to collect reportable disease messages.</p> <p><i>Shawn Burroughs left the meeting at 2:47pm and did not vote on the proposed FY25 budget.</i></p>	<p>Approved.</p>
<p>4. Secondary Use Policy</p> <ul style="list-style-type: none"> • Discussion of feedback of changes • State request • Approval of changes to policy 	<p>Beth Anderson/John Wallace</p>	<p>Motion: To approve the updates to the Policy on Secondary Use of PHI on the VHIE by Health Plans and ACOs to include the language discussed at the meeting: The VITL Board of Directors may authorize a use in a Data Use Agreement where a Health Plan or ACO proposes a Secondary Use of Data that is not explicitly authorized by this policy as long as such use is otherwise consistent with the Permissible Purpose for uses of VHIE data as defined by VITL policies and agreements with Health Care Organizations.</p> <p>Beth shared the Secondary Use Policy updates since the last discussion at March’s board meeting, the feedback VITL received from the provider community in support of these changes, and input provided by AHS.</p> <p>Leah Fullem, Kelly Champney, Jimmy Mauro recused themselves from the vote.</p>	<p>Motion: Jessa Barnard Second: Emma Harrigan Approved.</p>
<p>5. Adjournment</p>		<p>The meeting adjourned at 3:48pm.</p>	<p>Motion: Rick Hildebrant Second: Jessa Barnard Approved.</p>

Jillian Carpenter, Executive Assistant
VITL