



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

## Board of Director's Meeting

September 24<sup>th</sup>, 2024

3:00-5:00pm

### Agenda

- |                                     |               |                 |
|-------------------------------------|---------------|-----------------|
| 1. Call to Order                    | Emma Harrigan | 5 minutes       |
| Vote on July Meeting Minutes        |               | Action Required |
| 2. Chair's Report                   | Emma Harrigan | 5 minutes       |
| 3. President's Report               | Beth Anderson | 5 minutes       |
| 4. Board Business                   | Emma Harrigan | 10 minutes      |
| a. Vote on Term Renewals            |               | Action Required |
| b. Vote on Officers                 |               | Action Required |
| c. Vote on Updated Bylaws           |               | Action Required |
| 5. Updates to Strategic Plan        | Beth Anderson | 10 minutes      |
| Vote on Update                      |               | Action Required |
| 6. Presentation: AI and Health Care | Sam Schifman  | 80 minutes      |
| 7. Adjournment                      |               |                 |



September 24, 2024

3:00-5:00PM

Board of Directors Meeting

Teams Conference Call

**Board Members Present:**

- Jessa Barnard       Susan Besio       Shawn Burroughs       Kelly Champney
- Leah Fullem       Emma Harrigan       Dr. Rick Hildebrant       Sarah Lindberg
- James Mauro       Debra Royce       Dr. Norman Ward       Beth Anderson

**VITL Staff and Others Present:** Kristina Choquette, Sue Fritz, Christopher Vitale, Justin Tease, Maurine Gilbert, Sam Schifman, Heidi Banks

Topic	Presenter	Discussion	Action
Meeting Convened		Emma Harrigan convened the meeting at 3:03pm.	
1. Meeting Minutes	Emma Harrigan	<b>Motion:</b> Approve the July 23, 2024, meeting minutes as presented.	<b>Motion:</b> Susan Besio <b>Second:</b> Jessa Barnard <b>Abstained:</b> Debra Royce, Shawn Burroughs <b>Approved</b>
2. Chair's Update	Emma Harrigan	Emma provided an update on last week's meeting of the HIE Committee Steering meeting about the HIE Strategic Plan. There was a brief discussion regarding the Act 167report.	<b>Action Item:</b> Request was made for Beth to send 1) a copy of the report, 2) to highlight where VITL is mentioned and 3) provide high-level talking points to the Board members.
3. President's Report	Beth Anderson	Beth gave a brief update on the FY25 contract, data use agreement, and all staff meeting in October	
4. Board Business	Emma Harrigan	Emma reviewed the list of directors whose terms are up for renewal and then called for the following votes.	

<p>a. Vote on Term Renewals</p>		<p><b>Motion:</b> To elect</p> <ul style="list-style-type: none"> <li>• Susan Besio</li> <li>• Leah Fullem</li> <li>• Emma Harrigan</li> <li>• Kelly Champney</li> <li>• James Mauro</li> <li>• Debra Royce</li> <li>• Norman Ward</li> </ul> <p>To serve an additional two-year term.</p> <p>Emma reviewed the slate of officers whose terms are up for renewal and then Rick called for the following votes.</p>	<p><b>Motion:</b> Rick Hildebrant  <b>Second:</b> Shawn Burroughs  <b>Abstain:</b> Susan Besio, Emma Harrigan, Kelly Champney, James Mauro, Debra Royce, Norman Ward  <b>Approved</b></p>
<p>b. Vote on Officers</p>		<p><b>Motion:</b> To elect the slate of officers, as presented, for a one-year term.</p>	<p><b>Motion:</b> Rick Hildebrant  <b>Second:</b> Sarah Lindberg  <b>Abstain:</b> Emma Harrigan, Shawn Burroughs, Debra Royce, Jessa Barnard  <b>Approved</b></p>
<p>c. Vote on Updated Bylaws</p>		<p>Beth explained the updates to the bylaws related to terms. And the desire to standardize the terminology in the bylaws and refer to the head of the board as chair and not both chair and chairman. Emma then called for the following motion.</p> <p><b>Motion:</b> To approve the resolution to the bylaws as presented. And to update all places in the bylaws that say chairman to chair.</p>	<p><b>Motion:</b> Susan Besio  <b>Second:</b> Norman Ward  <b>Approved</b></p>
<p>5. Updates to Strategic Plan</p>	<p>Beth Anderson</p>	<p>Beth reminded the board the proposed changes to VITL’s strategic plan were reviewed at the July meeting. Emma then called for the following vote.</p> <p><b>Motion:</b> To approve the FY25 updates to VITL’s strategic plan as presented.</p>	<p><b>Motion:</b> Susan Besio  <b>Second:</b> Norman Ward  <b>Approved</b></p>

6. Presentation: AI and Health Care	Sam Schifman	Sam gave a presentation on Artificial Intelligence (AI) and its impact on health care.	
Adjournment		The meeting adjourned at 5:01pm.	

Heidi Banks, Business Operations Manager

VITL