



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

Board of Director's Meeting
January 28th, 2025
3:00-5:00pm

Agenda

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|--|-------------------------|-----------------|
| 1. Call to Order | Emma Harrigan | 5 minutes |
| a. Vote on November Meeting Minutes | | Action Required |
| 2. Chair's Report | Emma Harrigan | 10 minutes |
| 3. President's Report | Beth Anderson | 10 minutes |
| 4. Strategic Plan Update | Beth Anderson | 15 minutes |
| 5. HIE Platform Discussion | Beth Anderson | 30 minutes |
| 6. Medicaid Data Warehouse update and discussion | Beth Anderson | 15 minutes |
| 7. Finance Committee Update | Deb Royce/Cara Callanan | 15 minutes |
| a. Insurance Matrix | | |
| 8. Annual Report | Maurine Gilbert | 10 minutes |
| 9. Adjournment | | |

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



January 28, 2025

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 Other Present: Cara Callanan, Maurine Gilbert, Justin Tease, Sue Fritz, Heidi Banks, and Erica Pietricola.

Topic	Presenter	Discussion	Action
Meeting Convened		Emma Harrigan convened the meeting at 3:03pm.	
1. Meeting Minutes	Emma Harrigan	Motion: Approve the November meeting minutes as presented.	Motion: Susan Besio Second: Dr Norm Ward Abstain: n/a Approved
2. Chair's Update	Emma Harrigan	Emma had no updates. Debra Royce joined at 3:04pm	
3. President's Report	Beth Anderson	Beth provided updates on: the US Executive Order related to a federal funding freeze, projects, event notification services, Patient Access via Selfii, the Vermont Legislature, and the AHEAD model.	
4. Strategic Plan Update	Beth Anderson	<ul style="list-style-type: none">- Beth reviewed progress and updates to VITL's Strategic plan. Kristina will provide information regarding KPIs at March Board meeting.- Beth plans to bring a draft of the FY26 Strategic Plan to the May/July Board meetings.- Leah Fullem joined at 3:25	

5. HIE Platform Discussion	Beth Anderson	<ul style="list-style-type: none"> - Beth presented several diagrams giving a functional overview of the HIE platform and then led a discussion with the Board regarding the platform. . - 	
6. Medicaid Data Warehouse Update & Discussion	Beth Anderson	<ul style="list-style-type: none"> - Beth gave an update on the MDWAS project and the Board discussed opportunities for and outstanding questions about VITL's possible role in the project. 	
7. Finance Committee <ul style="list-style-type: none"> a. Form 990 b. FY25 Statements c. Insurance Matrix 	Deb Royce, Cara Callanan	<ul style="list-style-type: none"> - Cara asked if the Board had any questions or concerns regarding the 990, reminding them it was reviewed by the Finance Committee on January 13, 2025. - Cara will file the 990 form. - Cara reviewed the financial performance through November, and the projection for the FY25 year end. Insurance Matrix <ul style="list-style-type: none"> - Cara walked through a new insurance matrix VITL has begun using to assess risk and the insurance levels required for vendors. 	
8. VITL 2024 Annual Report	Maurine Gilbert	Maurine provided a brief overview of the Annual Report and pointed out the updated design and format changes, as well as highlights from the past year.	
Adjournment		The meeting adjourned at 4:53pm.	Motion: Rick Hildebrant Second: Dr. Norman Ward Abstain: N/A Approved

Erica Pietricola, Office Coordinator
VITL