



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

Board of Director's Meeting

March 25th, 2025

3:00-5:00pm

[Click here to join the meeting](#)

Agenda

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|---|---------------------------|------------------|
| 1. Call to Order | Emma Harrigan | 5 minutes |
| a. Vote on January Meeting Minutes* | | *Action Required |
| 2. Chair's Report | Emma Harrigan | 10 minutes |
| 3. President's Report | Beth Anderson | 20 minutes |
| a. Current year projects | | |
| b. FY26 draft contract / funding approach | | |
| c. Legislative update | | |
| 4. Platform Discussion | Beth Anderson | 20 minutes |
| 5. Strategic Planning | Beth Anderson | 20 minutes |
| 6. Finance Committee Update | Deb Royce/Cara Callanan | 15 minutes |
| a. YTD financials | | |
| b. Use of Reserves* | | *Action Required |
| 7. Technology Committee Update | Shawn Burroughs/Sue Fritz | 10 minutes |
| 8. Executive Session (closed) | Beth Anderson | 10 minutes |
| 9. Adjournment | | |

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



March 25, 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: Maurine Gilbert, Cara Callanan Justin Tease, Sue Fritz, Kristina Choquette, and Erica Pietricola.

Topic	Presenter	Discussion	Action
Meeting Convened		Emma Harrigan convened the meeting at 3:04pm.	
1. Meeting Minutes	Emma Harrigan	Motion: Approve the January 2025 meeting minutes as presented.	Motion: Susan Besio Second: James Mauro Abstain: n/a Approved
2. Chair's Report	Emma Harrigan	Nothing to report	
3. President's Report a. Current year projects b. FY26 draft contract / funding approach c. Legislative update	Beth Anderson	Beth Anderson provided updates about: <ul style="list-style-type: none">• The status of FY 25 Projects• The FY26 draft contract• Legislative activity impacting VITL <p><i>Deb Royce joined at 3:15pm</i> <i>Dr. Rick Hildebrant joined at 3:20pm</i></p>	
4. Platform	Beth Anderson	Beth Anderson updated the Board on the HIE Platform and next steps as it relates to the FY26 contract and the current contract renewal next April.	
5. Strategic Plan Update	Beth Anderson	Beth provided an update on the leadership team's work to develop a strategic plan. <ul style="list-style-type: none">• Building off existing framework – looking through 2028• Reviewed changes to strategic directions, and proposed core indicators	

		<ul style="list-style-type: none"> The Board provided feedback An update and more detail will be provided in May, with a goal of approving the plan in July <p><i>Jessa Barnard joined at 3:38pm</i></p>	
6. Finance Committee a. YTD Financials b. Use of Reserves*	Deb Royce, Cara Callanan	<p>Cara reviewed the YTD Financials and projection Cara reviewed VITL's cash reserves <i>Proposed motion: to allow the CEO and CFO to use some of VITL's Operating Reserves to partially fund the costs associated with implementing a new HIE platform.</i></p> <p><i>Dr. Norman Ward joined at 3:46pm</i> <i>Leah Fullem joined AT 3:56</i></p>	<p>Motion: Dr. Rick Hildebrant Second: Debra Royce Abstain: n/a Approved</p>
7. Technology Committee: - Security Update	Sue Fritz	<p>Sue reviewed recent security activities and achievements</p> <ul style="list-style-type: none"> TechVault decommissioning nearing completion Annual assessment underway New tools being implemented CAB process improvement 	
8. Executive Session		<p>Motion to move to Executive Session</p> <p>(Board Members remained on Teams with Beth & Cara)</p> <p>Motion to move out of Executive Session</p>	<p>Motion: Dr. Rick Hildebrant Second: Shawn Burroughs Abstain: N/A Approved</p> <p>Motion: Susan Besio Second: Dr. Rick Hildebrant Abstain: N/A Approved</p>
9. Adjournment		Motion to adjourn 4:28pm	<p>Motion: Susan Besio Second: Dr. Rick Hildebrant Abstain: N/A Approved</p>

Erica Pietricola, Office Coordinator
VITL