

Board of Director's Meeting**September 23rd, 2025****3:00-5:00pm**[Click here to join the meeting](#)**Agenda**

1. Call to Order	Emma Harrigan	5 minutes
a. Vote on July Meeting Minutes*		*Action Required
2. Chair's Report	Emma Harrigan	10 minutes
3. Board Business	Emma Harrigan	10 minutes
a. Vote on Term Extensions*		*Action Required
b. Vote on Officers*		
4. President's Report	Cara Callanan	60 minutes
a. Move to Executive Session		
b. Procurement Update		
5. Vote on Platform Procurement*	Cara Callanan	5 minutes
		*Action Required
6. Adjournment	Emma Harrigan	

VITL

Sept 23, 2025

3:00-5:00PM

Board of Directors Meeting

Teams Conference Call

Board Members Present:

<input checked="" type="checkbox"/> Jessa Barnard	<input checked="" type="checkbox"/> Susan Besio	<input checked="" type="checkbox"/> Shawn Burroughs	<input checked="" type="checkbox"/> Kelly Champney
<input checked="" type="checkbox"/> Leah Fullem	<input checked="" type="checkbox"/> Emma Harrigan	<input checked="" type="checkbox"/> Dr. Rick Hildebrant	<input checked="" type="checkbox"/> Sarah Lindberg
<input checked="" type="checkbox"/> James Mauro	<input checked="" type="checkbox"/> Debra Royce	<input checked="" type="checkbox"/> Dr. Norman Ward	

VITL Staff and Other Present: Cara Callanan, Justin Tease, Sue Caswell, Kristina Choquette, Maurine Gilbert, and Erica Pietricola. Beth Anderson

Topic	Presenter	Discussion	Action
Meeting Convened		Emma Harrigan convened the meeting at 3:02pm.	
1. Meeting Minutes*	Emma Harrigan	Motion: Approve the July 2025 meeting minutes as presented.	Motion: Leah Fullem Second: Shawn Burroughs Abstain: n/a Approved
2. Chair's Report	Emma Harrigan	Emma will bring the topic of CEO Search via email while there is a Board member as a candidate. Looking to recruit more Board members this year – might be good to have a conversation about term limits and bringing back named board seats associated with specific constituency	
3. Board Business a. Vote on Term Extensions* b. Vote on Officers*	Emma Harrigan	1. <u>Motion to elect the following to an additional two-year term as a member of the Board of Directors:</u> <ul style="list-style-type: none">Shawn BurroughsDr. Rick Hildebrant (conditional upon review of the bylaws)	Motion: Emma Harrigan Susan Besio proposed an amendment to motion, per compliance with VITL bylaws Second: Kelly Champney Abstain: n/a Approved

		<p>2. <u>Motion to elect the following to a one-year term as a member of the Board of Directors:</u></p> <ul style="list-style-type: none"> • Jessa Barnard <p><u>Motion to elect the following slate of officers for a one-year term:</u></p> <ul style="list-style-type: none"> • Emma Harrigan, Chair • Shawn Burroughs, Vice Chair • Debra Royce, Treasurer • Jessa Barnard, Secretary 	<p>Motion: Leah Fullem Second: Debra Royce Abstain: n/a Approved</p> <p>Motion: Sarah Lindberg Second: Kelly Champney Abstain: n/a Approved</p>
3. President's Report a. Procurement Update	Cara Callanan	<p>Motion to move to Executive Session</p> <p>Dr. Rick Hildebrant joined the call at 3:17pm</p> <p>Sarah Lindberg left the call at 4:07pm before the vote</p> <p>Motion to leave Executive Session</p>	<p>Motion: Debra Royce Second: Sarah Lindberg Abstain: n/a Approved</p> <p>-----</p> <p>Motion: Susan Besio Second: Leah Fullem Abstain: n/a Approved</p>
4. Vote on Platform Procurement*	Cara Callanan	<p><u>Vote to approve the procurement of a new HIE platform</u></p> <p><u>Motion for VITL staff to provide regular communications and updates to the Executive Committee of the Board regarding the ongoing negotiations with CRISP Shared Services (CSS), with particular attention to data privacy and security considerations.</u></p>	<p>Motion: Leah Fullem Second: Dr. Rick Hildebrant Abstain: N/A Approved</p> <p>-----</p> <p>Motion: Dr. Rick Hildebrant Second: Shawn Burroughs Abstain: n/a Approved</p>
5. Adjournment		Motion to adjourn 4:29pm	Motion: Dr. Rick Hildebrant

Erica Pietricola, Office Coordinator
VITL