

Vermont Information Technology Leaders, Inc.



Board Minutes

Meeting Date: November 8, 2011

Location: BlueCross BlueShield Board Room

Attendees:

- | | | | |
|--|---|--|--|
| <input checked="" type="checkbox"/> Judy Higgins (Phone) | <input checked="" type="checkbox"/> Paul Harrington | <input checked="" type="checkbox"/> Gertrude Hodge (Phone) | <input checked="" type="checkbox"/> Rep. Chris Pearson |
| <input checked="" type="checkbox"/> Don George | <input checked="" type="checkbox"/> Andrea Lott | <input checked="" type="checkbox"/> Hunt Blair | <input checked="" type="checkbox"/> Bea Grause (Phone) |
| <input type="checkbox"/> Chuck Podesta | <input checked="" type="checkbox"/> Greg Peters | <input type="checkbox"/> Bruce Bullock, MD | |

Staff and Others: David Cochran, Sandy McDowell, Becky Bowen, Randall L. Sargent (Auditor) & Heidi Banks

Topic	Presentation	Discussion and Action	By Whom or When
Introduction of New Board Member	<ul style="list-style-type: none"> Hunt Blair, Deputy Commissioner – Division of Health Reform & State Health Information Technology Coordinator 	<p>Motion:</p> <ul style="list-style-type: none"> That the Board welcomes Hunt Blair as the Governor’s designee to the VITL Board of Directors. 	Motion: Paul Harrington, 2 nd – Bea Grause, all approved.
Consent Agenda	<ul style="list-style-type: none"> Don George called for approval of the September 13, 2011 Board minutes. 	<p>Motion:</p> <ul style="list-style-type: none"> Accept minutes from the September 13, 2011 Board meeting. 	Motion: Paul Harrington, 2 nd – Bea Grause, all approved.
Finance Committee Update	<ul style="list-style-type: none"> Audit Approval <ul style="list-style-type: none"> Paul Harrington went over the FY11 audit documents. 	<p>Discussion /Questions included:</p> <ul style="list-style-type: none"> Finance Committee met for 1 hour with the auditors and reviewed the audit documents. Went into executive session at the end of this meeting. After that the Committee felt even more confident in VITL’s financial reporting. Becky Bowen will be working to untangling the issues the auditors uncovered from FY 2007. All the other issues raised in the Management Letter – VITL has agreed with recommendation and will put a corrective action plan into place. Finance Committee would like to see a decrease use of credit cards and more invoicing. Paul Harrington said the Finance Committee voted unanimously to recommend to the full Board to accept the Audited Financials for FY11. <p>Motion: That the Board accepts the Audited Financials for FY11.</p>	Motion: Paul Harrington, 2 nd – Greg Peters, all approved.

	<ul style="list-style-type: none"> • HRSA Grant Closeout <ul style="list-style-type: none"> ○ Paul Harrington went over the HRSA Grant close out for 9/1/09-8/31/11. • Quarter 1 Financials <ul style="list-style-type: none"> ○ Paul Harrington asked Becky Bowen to review the Balance Sheet and Profit & Loss Statement ending October 31, 2011. 	<p>Discussion /Questions included:</p> <ul style="list-style-type: none"> • Spent \$834,614 of the \$941,490 Grant. • Will be returning \$106,875. <p>Discussion /Questions included:</p> <ul style="list-style-type: none"> • Whether or not to do a straight line budget. • Last year we were ramping up the REC. This year will be ramping up the HIE. • Milestones and how funds are drawn down. 	
HIE Transition	<ul style="list-style-type: none"> • Sandy McDowell walked through the transition statues report. 	<p>Discussion /Questions included:</p> <ul style="list-style-type: none"> • The transition to Medicity has been completed. However there is still some clean-up work to be done. • Sandy told the Board that he is working on putting a presentation together to take on the road to show what VITL is offering. • Where VITL is on the learning curve and how much control VITL has over the speed at which they are hooking up new practices/hospitals and how much outside forces (i.e. practice, hospital, venders, etc.) impact this process. • How to give VITL more control over these things? 	<ul style="list-style-type: none"> • When this is complete the Board would like to see the presentation.
Operating Metrics	<ul style="list-style-type: none"> • David Cochran went over all the operating metrics for the various programs at VITL. 	<p>Discussion /Questions included:</p> <ul style="list-style-type: none"> • VITL has submitted a letter to ONC reducing the target of 1100 Priority Primary Care Providers to 845. • Working with ONC to simplify the tool being used to certify that a practice has reached milestone 3. • The possibility of using the HIE to monitor the Prescription Drug Monitoring Program and the Advanced Directives Registry. 	<ul style="list-style-type: none"> • Paul Harrington, Hunt Blair & David Cochran to meet about this.
REC Operations Plan	<p>Risk Mitigation Review</p> <ul style="list-style-type: none"> • David Cochran went over the process for completing the REC Operations Plan that is submitted to ONC quarterly. 	<p>Discussion /Questions included:</p> <ul style="list-style-type: none"> • Biennial Evaluation of the REC program will take place in January. • David explained how the REC Operations Plan will be used to do the Biennial Evaluation. • Key Activities and Risk as they relate to Risk Mitigation. 	

Other Business	<ul style="list-style-type: none"> • Next Board Meeting • Privacy and Security Workgroup • Legislative Report • Board's Appreciation 	<ul style="list-style-type: none"> • December 13th Board meeting is being cancelled. • Will have an Executive Committee call on December 13th from 4-5pm instead. <p>Discussion /Questions included:</p> <ul style="list-style-type: none"> • After the Privacy and Security Workgroup on October 17th it appears they are going to slow down the timeline and get additional follow up testimony. • The next meeting is December 19th. • How the Green Mountain Care Board will be involved in making decisions about the final HIT Privacy and Security policy. • The question was asked: "Because we will not have a Board meeting in December, could a year end summary be sent out to the Board?" • Don George ask David Cochran to express the Board's appreciation to VITL staff for successfully achieving the HIE Transition. 	<ul style="list-style-type: none"> • Heidi to send out cancellation. • Heidi to send out calendar appointment. • David Cochran will send out a draft of the Legislative Report to the Board.
Adjournment	Don George adjourned the meeting.		

Respectfully Submitted,

Bea Grause, Secretary
/hkb.