

Vermont Information Technology Leaders, Inc.



Board Minutes

Meeting Date: December 17, 2009

Location: Blue Cross Blue Shield Board Room

Attendees:

- | | | | |
|--|---|---|--|
| <input checked="" type="checkbox"/> Judy Higgins (phone) | <input checked="" type="checkbox"/> Paul Harrington | <input checked="" type="checkbox"/> Gertrude Hodge | <input checked="" type="checkbox"/> Jim Hester |
| <input checked="" type="checkbox"/> Don George | <input checked="" type="checkbox"/> Andrea Lott | <input checked="" type="checkbox"/> Craig Jones (phone) | <input checked="" type="checkbox"/> Bea Grause |
| <input type="checkbox"/> Chuck Podesta | <input checked="" type="checkbox"/> Paul Reiss, MD | <input checked="" type="checkbox"/> Greg Peters | |

Staff and Others: David Cochran, Becky Bowen

Topic	Presentation	Discussion and Action	By Whom or When
Consent Agenda	Don George called for approval of the November 23, 2009 Board minutes.	A motion was made to accept the minutes from the November 23, 2009 Board meeting.	Motion: Greg Peters, 2 nd – Paul Harrington, all approved.
Privacy and Security Workgroup Report – Secondary Use Policy	Paul Harrington on behalf of the workgroup: 1. Gave a brief history of the policy and the process leading up to today’s recommendation. 2. Presented changes to the Secondary Use Policy 3. Took questions 4. Moved approval of the changes	<ul style="list-style-type: none"> There was discussion and clarification related to personal health information 	Motion: Paul Harrington, 2 nd Jim Hester, all approved.
ARRA Program Update	David Cochran announced that VITL had just received an “intent to fund” call from ONC. We cannot go public at this time. David then gave an overview of the HITECH Funding sheet including payment timelines for: <ul style="list-style-type: none"> 3012 Regional Extension Centers Grants 3011 Beacon Communities Grants 3013 HIE Grants 3016 Curriculum Development & Community Colleges Grant Offerings David reviewed a handout on CMS Incentives.	Discussion included: <ul style="list-style-type: none"> Beacon Communities – Hunt Blair will send letter of intent tomorrow, 12/18 Craig noted that Beacon Communities are taking those already positioned well to a higher level. Andie noted that the community must include 2 hospitals. 	
Treasurer’s Report	Paul Harrington gave the following report: <ul style="list-style-type: none"> The Finance Committee and the Board have 	<ul style="list-style-type: none"> Hearing no questions, a motion was made to accept the audit documents as 	Motion: Paul Harrington, 2 nd : Jim Hester, all agreed

	<p>reviewed audit statements, management letter</p> <ul style="list-style-type: none"> • Becky Bowen has drafted financial policies and to be reviewed at next FC meeting • Becky reviewed FY 10 Q 1 financials: <ul style="list-style-type: none"> ◦ Agreement and receipt of some HIT funds ◦ Line of credit approved, funds available • Don asked if the bylaws say that the Board or Finance Committee need to approve financials • Paul Harrington presented documents on the FY 2010 Revised Budget. 	<p>presented by Wallace Tapia, PC.</p> <ul style="list-style-type: none"> • Paul H. was impressed with the policies • Discussion included frequency of reporting (monthly for now), including year-to-date figures and a narrative to include targets on major projects. • Bylaws to be reviewed for language • Discussion included Blueprint revenue, Med History expense, revenue timing. • Motion was made to accept the revised contingency budget contingent on funding and clarification of Med History expense. 	<p>Greg Peters, Andie Lott to get copies of policies Format suggestions so noted. Greg Peters would like to meet with Becky Norma to check bylaws</p> <p>Motion: Paul Harrington, 2nd: Judy Higgins, discussion, vote – all agreed.</p>
Project Operating Metrics	David Cochran presented the current status chart of projects that GE prepares monthly.	No questions except that Andie asked for a chart of Blueprint projects also.	The full chart will be forwarded to Andie
CEO Updates	<p>David reported on the HIT Fund Independent Evaluation done by Dana Green of Altarum:</p> <ul style="list-style-type: none"> • The exec summary includes all that is needed • Conclusions were that there has been less progress than needed but that a lot has been learned that positions us well moving forward. • The report includes many recommendations including “sun-setting” med history, clarifying process and support model, methodology 	<p>Discussion included:</p> <ul style="list-style-type: none"> • Finding better ways to do med history because it is useful information • Agreement with the recommendations for HIE operations • The reporter was commended • Don suggested the recommendations be discussed at the next meetings 	Independent Evaluation recommendations to be discussed at Jan meeting
Adjournment	Don George reminded everyone that the Board meeting time changes in January to evenings. Dinner will be supplied. He also suggested beginning to plan a Board retreat for May or June. He wished all Happy Holidays and adjourned the meeting.		

Respectfully Submitted,

Bea Grause, Secretary
/njl.