## Vermont Information Technology Leaders, Inc.
### Location: Conference Call

**Meeting Date:** December 18, 2018

**Attendees:**
- Jessa Barnard
- Joel Benware
- Susan Besio
- Bruce Bullock, MD
- Mike Del Trecco
- Mary Beth Eldredge
- Richard Elmore
- Tom Evslin
- Leah Fullem
- Kelly Lange
- Todd Moore
- Mark Nunlist, MD
- Amy Putnam
- Richard Slusky
- Michael K. Smith

**Staff:** Kristina Choquette, Robert (Bob) Turnau, and Joshua Cheney

**Other:** Steve Austin, Gallagher Flynn

<table>
<thead>
<tr>
<th>Topic</th>
<th>Presentation</th>
<th>Discussion and Action</th>
<th>By Whom or When</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting convened</td>
<td>Bruce Bullock, MD convened the meeting at 4:02 pm.</td>
<td><strong>Motion:</strong></td>
<td></td>
</tr>
<tr>
<td>Consent Agenda</td>
<td>• Bruce Bullock, MD called for approval of November meeting minutes</td>
<td>• To accept the minutes from the November 25, 2018 meeting</td>
<td>• <strong>Motion:</strong> Amy Putnam; 2nd Mike Del Trecco</td>
</tr>
<tr>
<td>Interim President’s Report</td>
<td>• Mike Smith provided an update on the following topics.</td>
<td>• VITL is on track to meet the deliverables in the work plan. VITL has reduced the number of known duplications in the VHIE by 60% surpassing the goal of 40%.</td>
<td>• <strong>Approved</strong></td>
</tr>
</tbody>
</table>
| Approval of Audited FY18 Financials | • Steve Austin  
|                              | • Amy Putnam                                                                | • There are questions about some numbers Medicity provided and Mike would like to bring in a firm to audit the VHIE to improve confidence in data. |                                 |
|                              |                                                                              | • Contract deliverables: there are a few Blueprint deliverables that will not be made due to those organizations not being ready for implementation. We have, however, exceeded the number of interfaces. |                                 |
|                              |                                                                              | • The CY19 State of VT contract should be signed in the coming week.                 |                                 |
|                              |                                                                              | • The CY19 OneCare VT contract is still in negotiations; however, Mike does not anticipate any issues with getting it signed. |                                 |
|                              |                                                                              | • Mike will be the VITL representative to the HIE Steering Committee after Kristina steps down on January 15th, 2019. |                                 |
|                              |                                                                              | **Motion:**                                                                            |                                 |
|                              |                                                                              | • To approve the 2018 Audit as presented                                              | • **Motion:** Amy Putnam; 2nd Tom Evslin |

No material weaknesses or significant deficiencies were found.

There are some changes as VITL has moved from grants to contracts.

The audit committee met and reviewed the 2018 audit with Steve Austin. All members of the audit committee were present. The committee approved the audit.

**Motion:**
- To approve the 2018 Audit as presented
### Approval of VITL Strategic Plan

- **Mike Smith**
- Mike would like to vote to approve the Strategic Plan as presented with the understanding that the Board will be reviewing the document in 2019.
- Discussion was had on the document with the following points being made for future consideration:
  - The plan should be consistent with healthcare reform goals and should state that.
  - Strategic plan should be measurable and realistic.
  - As the plan is discussed and evolves it should be clear what the benefits to the community are.

**Motion:** To approve the strategic plan as presented

- **Motion:**
  - Susan Besio; 2nd Joel Benware
- **Approved**

### Next Meeting
- **Next meeting:** January 22nd, 4-6 pm

### Adjournment
- Bruce Bullock, MD adjourned the meeting at 4:37 pm
- **Approved**

Joshua E. Cheney, Executive Assistant
VITL