IDAHO HEALTH INSURANCE EXCHANGE
IT SUBCOMMITTEE
MINUTES
April 30, 2013

Idaho Health Insurance Exchange IT Subcommittee convened at:
Pete T. Cenarrusa Bldg.
450 W. State Street
Boise, Idaho 83702

SUBCOMMITTEE MEMBERS PRESENT

Frank Chan, Chairman
Richard Armstrong
Mark Estess
Zelda Geyer-Sylvia
Fernando Veloz

OTHERS PRESENT

Michael Farley
Rick Moran
Drew Hall
Lori Wolff
Russ Barron
Melanie Schoerberger
Kate Haas
John Foster
Amanda Stange
Emily Patchin
Peter Sorensen
Lance Hatfield
P Shea
Lane Packwood
Colby Cameron
Woody Richards
Gerald Masse
Randy Tan
Melanie Hanson
Kim Thurston

CALL TO ORDER

Following proper notice in accordance with Idaho Code, Section 67-2343, and pursuant to call by the Chairman, the Subcommittee meeting of the Idaho Health Insurance Exchange was called to order by Frank Chan, Chairman of the Subcommittee, at 8:00 a.m. Tuesday, April 30, 2013, at the Pete T. Cenarrusa Bldg., 450 W. State Street, Boise, Idaho.

ROLL CALL

Richard Armstrong called the roll. Roll call showed **five (5)** members present. With **four (4)** voting members present and **one (1)** non-voting member present, Chairman Chan declared a quorum. Absent and excused was Scott Kreiling.

AGENDA AMENDMENTS

Chairman Chan opened the floor for any amendments pertaining to the agenda. There being none, the Subcommittee advanced to the next order of business.

ADOPTION OF MINUTES FROM SUBCOMMITTEE MEETING ON APRIL 30, 2013

Motion: Frank Chan moved that the minutes of the April 25, 2013, Subcommittee meeting be adopted as prepared.

Second: Fernando Veloz

Roll Call Vote:

Ayes: **Frank Chan, Chairman, Mark Estess, Zelda Geyer-Sylvia, and Fernando Veloz**

Nays: None

Motion Carried

EXCHANGE SCOPE AND COMPONENTS

Handouts outlining components of State Based Exchange were distributed by Chairman Chan. Order and content of outline was discussed.

Implementing State Based Exchange in 2 phases was discussed. Steps for Phase 1 are listed as follows:

- Develop baseline for approval.
- Present minimum requirements to the Idaho Health Insurance Exchange Board May 9, 2013.
- Use as much Federal services as possible.

Motion: Mark Estess moved that the IT Subcommittee present to the Idaho Health Insurance Exchange Board use of Federal services for Individual Application Portal and Eligibility Determination.

Second: Zelda Geyer-Sylvia

Motion Carried

DISCUSS RESPONSE FROM CMS CCIIO

CCIIO categorized our State based exchange as a supported State based marketplace. This enables Idaho the opportunities to use Federal components that had previously not been available.

Discussed the need to establish a relationship with the representative from CCIIO. Chairman Chan will try to coordinate time for Idaho Health Insurance Exchange Chairman, Stephen Weeg, to meet with CCIIO representative before May 9, 2013.

REVIEW DRAFT RFP FOR SYSTEM INTEGRATORS

Draft RFP was sent to Subcommittee members. Using uniform RFP templates in all Subcommittees was discussed. Chairman Chan will discuss RFP template with Operations Subcommittee.

Discussed developing a workgroup to focus on deliverables. Workgroup will start working on recommendations for analysis and timeline. Zelda will be lead for workgroup.

REVIEW FINANCE SUBCOMITTEE GUIDANCE

Subcommittee member, Fernando Veloz, stated that they are working on 2 phases of grants for funding. The first phase of funds are to be used to establish the Idaho Health Insurance Exchange. The second phase of funding is to keep operations sustainable.

REVIEW FINANCE SUBCOMITTEE GUIDANCE

Subcommittee member, Frank Chan, reported that the Subcommittee is looking at using video and audio streaming capabilities.

UPDATE FROM EXECUTIVE DIRECTOR ON PROGRAM MANAGER

Mark will have a phone conversation with Executive Director, Amy Dowd, regarding what her preferences for a Program Manager are. Mark will also discuss expectations and timeline with Amy and report back to the Subcommittee.

ADJOURNMENT

The next meeting of the Idaho Health Insurance Exchange IT Subcommittee is scheduled to be held May 2, 2013. There being no further business to come before the Subcommittee, Chairman Chan adjourned the meeting at **9:53 a.m.**

Respectfully signed and submitted by:

Frank Chan, Chairman

Kim Thurston, Administrative Assistant