

**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**

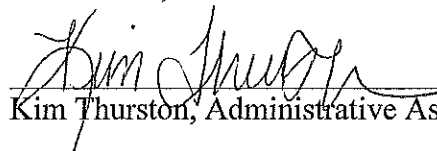
Mark will have a phone conversation with Executive Director, Amy Dowd, regarding what her preferences for a Program Manager are. Mark will also discuss expectations and timeline with Amy and report back to the Subcommittee.

### **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