

**IDAHO HEALTH INSURANCE EXCHANGE
DBA YOUR HEALTH IDAHO**

**AD HOC EXECUTIVE DIRECTOR SEARCH COMMITTEE
MINUTES
AUGUST 15, 2014, 9:00 AM MDT**

1. COMMITTEE MEMBERS PRESENT

- Mr. Stephen Weeg, Chair
- Ms. Margaret Henbest
- Dr. John Livingston
- Representative John Rusche (via teleconference)

2. OTHERS PRESENT

- Ms. Delfina Krakau, Gallatin Public Affairs
- Ms. Tresa Ball, HR Precision
- Mr. Brody Aston, Lobby Idaho

3. CALL TO ORDER

Following proper notice in accordance with Idaho Code § 67-2343, the Ad Hoc Executive Director Search Committee meeting of the Idaho Health Insurance Exchange (Exchange) was called to order by Mr. Stephen Weeg, Chair of the Committee (Chair), at 9:10 AM, Friday, August 15, 2014, at the offices of Hawley Troxell Ennis & Hawley, 877 W Main Street, Suite 1000, Boise, Idaho. In accordance with Idaho Code § 41-6104(8), the meeting was held in an open public forum and was streamed in audio format. Members of the public could access the audio stream by dialing into a telephone number that was included in the notice of meeting posted on the Exchange Board's Web site and at the meeting location.

4. ROLL CALL

The Chair took roll and determined that Ms. Henbest, Dr. Livingston and Representative Rusche (via teleconference) present resulting in a quorum.

5. REVIEW OF AGENDA

There were no changes to the agenda.

6. APPROVAL OF PRIOR MEETING MINUTES

Motion: Ms. Henbest moved to approve the minutes from the August 8, 2014, Ad Hoc Executive Director Search Committee Meeting.

Second: Dr. Livingston.

The motion carried.

7. OVERVIEW OF EXECUTIVE DIRECTOR SEARCH PROCESS

The Chair informed that the Committee has received many resumes, and continue to receive them. In addition to candidates' response to the open Executive Director position, phone calls have also been made by Committee members to search for a replacement Executive Director.

It has been agreed to that the six Committee Chairs will participate in the interview process after Ms. Henbest and Ms. Ball perform the initial screening. Ms. Ball also posed the question as to whether the Ad Hoc Search Committee members who are not Committee Chairs would like to participate in the interview process. Rep. Rusche does not feel that it is necessary for him to be involved at this time. Mr. Self will also be extended the same invitation. This invitation remains open to Mr. Self and Rep. Rusche.

Ms. Henbest questioned whether the number of interviewers still remains under the number for a quorum for a Board Meeting, and the Chair determined that the number of Board members involved in this process needs to remain under eight. Clarification from legal counsel is needed whether this interview process will be considered an administrative function or Board function. The hiring process will include two to three total interviews with small teams of three interviewers, as this is not as cumbersome to the interviewee as meeting with one large group of interviewers. Ideally many candidates will be brought in to interview on the same day, and all candidates to be interviewed will be in person rather than over the phone. Chair Weeg has recommended that the message to the Board at next week's meeting will be that YHI has enough candidates and that additional search will not be necessary.

8. EXECUTIVE SESSION

Motion: The Chair moved to enter into Executive Session to discuss personnel matters pursuant to Idaho Code §67-2345(1) (a) & (b).

Executive Session Roll Call: The Chair called the Executive Session roll call and determined that Ms. Henbest, Dr. Livingston and Representative Rusche (via teleconference) were present resulting in a quorum. The Committee entered Executive Session at 9:20 AM.

The Executive Session ended at 10:22 AM. The Committee took no final action nor made any final decisions while in Executive Session.

The search Committee met to work through the applicants submitted. Over twenty applications were submitted which were screened, evaluated and scored. Based upon the number and quality of applicants, Chair Weeg entertained a recommendation from the Search Committee to cease engagement in a search for candidates and not engage a search firm. The interviews are slated to begin the last week of August.

Motion: Ms. Henbest moved to cease engagement in a search for candidates and not engage a search firm.

Second: Dr. Livingston.

The motion carried.

9. NEXT MEETING

At this time, there is no meeting scheduled.

10. ADJOURN

There being no further business before the Committee, The Chair adjourned the meeting at 10:25 AM MDT.

Signed and respectfully submitted,



Stephen Weeg, Committee Chair