

Idaho Health Insurance Exchange  
Finance Committee Meeting  
Minutes  
May 31, 2013

Meeting Held at the offices of Hawley, Troxell  
877 W. Main St. Ste. 1000  
Boise, ID

Committee Members Present:

Jeff Agenbroad, Chairman  
Rep. Kelley Packer( by phone)  
Fernando Veloz  
Kevin Settles

Others Present:

Amy Dowd, Executive Director  
Stephen Weeg, IHIE Chairman( by phone)  
Steve Berenter, Hawley Troxell  
3 members of the public

Chairman Agenbroad called the meeting to order at 2:35pm

A motion was made and seconded to accept the 5/23/13 minutes. Motion passed.

A motion was made and seconded to move into Executive Session pursuant to Idaho Code Section 67-2345(1)(a&b), to consider personnel matters exempt from public disclosure as provided in chapter 3, title 9, Idaho Code; in this instance discussion addressing personnel hiring, compensation, and contract positions; by roll call vote, the committee went into executive session at 2:42pm.

Executive Session Roll Call Vote:

Ayes: Rep. Kelley Packer, Kevin Settles, Fernando Veloz

Nays: None

The committee came out of executive session at 3:47pm; no final action or final decisions were made in executive session.

The committee discussed the IHIE's desire to hire the best available personnel, employed and contracted, in a legal and transparent manner to complete the work of the IHIE. The committee further discussed its desire to make every effort reasonable to advertise the open positions throughout the state and employ a professional HR company to assist in the initial candidate screening process as needed. Executive Director Dowd expressed an immediate need to hire two positions, one in operations and another in IT. Immediately following the hiring or contracting of these positions she stated other key positions will need to be hired/contracted including Director of Marketing and Communication, and Director of Finance among others. The timely hiring of these positions will be critical to meeting the IHIE performance deadlines issued by CCIIO.

The committee recognizes the immediate need, short performance deadlines and the narrow scope and skill set needed to fill the Director of Operations and IT Systems Lead positions. A motion was made and

seconded to recommend for IHIE Board approval at the June 5 board meeting that we authorize our Executive Director, Amy Dowd, to immediately contract or hire both a Director of Operations and an IT System Lead position. Motion passed unanimously.

A motion was made and seconded to additionally recommend for IHIE Board approval at the June 5 board meeting that we authorize our Executive Director, Amy Dowd, to advertise and pursue filling other positions including Marketing and Communications, Finance, and other positions as necessary. Motion passed unanimously.

The committee recognizes the responsibility to hire and manage IHIE personnel lies with the IHIE Executive Director. Due to the immediate need and short performance timeframes the Finance Committee and the Chairman of the IHIE board offered to assist Ms. Dowd as needed. Ms. Dowd recognizes the financial impact of personnel hiring and contracting and will keep the Finance Committee informed of her personnel hiring and contracting activities.

Executive Director Report:

The IHIE has signed a lease for office space effective 6/1. She is working with local companies to set up the office expecting to be fully functional within 3-4 weeks.

The IHIE reported to CCIIO on 5/30 our SHOP exchange plan to initially leverage the federal services as a Supported State Based SHOP.

The initial Marketing and Outreach plan was also submitted.

The IHIE will hold a weekly meeting with CCIIO to discuss both technical and tactical plans to meet the Exchange's performance deadlines.

A best practices and overall exchange operational assessment will be completed for Track 2.

The Executive Director's immediate priorities are:

Staffing of a core team, Complete Track 1 deliverables for October 1<sup>st</sup> deadline, and addressing the cost for carriers asap.

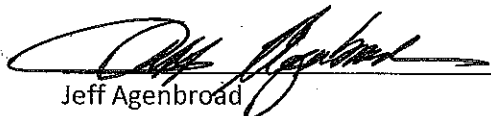
No Legal Counsel Update was given

No Other Business was brought before the committee.

A motion was made and seconded to adjourn the meeting. Motion passed.

Meeting adjourned at 4:00pm

Respectfully Submitted,



Jeff Agenbroad  
Chairman