

**IDAHO HEALTH INSURANCE EXCHANGE
DBA YOUR HEALTH IDAHO
BOARD MEETING MINUTES**

December 12, 2013 ~ 8:00 AM –11:00 AM
Capital Building, West Wing Room WW17 (lower level)

1. CALL TO ORDER

Following proper notice in accordance with Idaho Code § 67-2343, the Board meeting of the Idaho Health Insurance Exchange (Exchange) was called to order by Stephen Weeg, Chair of the Board (Chair), at 8:10a.m. Thursday, December 12, 2013, at the state capitol building, room WW17. In accordance with Idaho Code § 41-6104(8), the meeting was held in an open public forum and was streamed in audio format.

2. ROLL CALL (by Mr. Erstad)

Members Present: Chair Weeg, Ms. Zelda Geyer-Sylvia, Mr. Hyatt Erstad, Mr. Dave Self, Mr. Mark Estess, Ms. Karen Vauk, Mr. Jeff Agenbroad, Mr. Kevin Settles, Mr. Fernando Veloz, Dr. John Livingston, Ms. Margaret Henbest, Senator Jim Rice, Rep. Kelley Packer, Rep. John Rusche, Director Bill Deal

Via teleconference: Scott Kreiling

Absent: Mr. Tom Shores, Director Armstrong.

The roll call showed 15 voting members were present, one non-voting member was present and absent were one voting and one non-voting member.

3. APPROVE ALL PRIOR MINUTES

Draft minutes for 10/22/13, 10/30/13, 11/4/13, 11/12/13 & 11/19/13:

Motion: Mr. Self moved to approve all the draft minutes listed above

Second: Mr. Erstad, motion carried

4. REVIEW OF AGENDA

Chairman Weeg asked this there were any changes to the agenda, there being none he proposed the board move into Executive Session under Idaho Code § 67-2345 (1) (e) to consider preliminary negotiations involving matters of trade or commerce in which this governing body is in competition with another governing body.

5. PRODUCT/TECHNOLOGY

5.1 Marketplace Solution Vendor Status

5.2 PMO RFP and Selection Team

The Executive Session ended at 10:32am and Chair Weeg the board reviewed the information presented and that no actions had been taken during the session. The board returned to regular session.

Motion: Mr. Estess moved to delegate authority to the Executive Director to move forward with the top candidates in the contract negotiation process

Second: Mr. Veloz, motion carried

Motion: Mr. Settles moved to bid out contract negotiations support for YHI.

Second: Ms. Geyer-Sylvia, motion carried

Motion: Mr. Self moved to authorize the Executive Director to move forward with selecting members of the Program Management Office (PMO) proposal review team.

Second: Mr. Erstad, motion carried

6. OUTREACH AND EDUCATION

Ms. Vauk informed the board that despite the absence of an advertising campaign, YHI has conducted over 100 events and been to over 64 cities throughout the state since we started. YHI would like to move forward with a bridge campaign now the functionality issues with the federal marketplace are resolved.

Ms. Dowd provided information regarding site security. YHI has been diligent in working with our HHS and CMS partners to obtain additional information on the security testing of the marketplace. There was a meeting with the Director of CCIIO, Gary Cohen, over 2 weeks ago, and he confirmed all live functions of the website have passed security testing, and that the standards that are in place are the same as those used for Medicare. Mr. Cohen stated that all of the functions that are not live have not completed security testing yet. We also asked about using grant money for an independent security assessment, but this was denied. We continue to request additional information on a daily basis; however we have not had an update in over a month from CCIIO.

6.1 Enrollment Update

Ms. Olson informed that board that there are over 9000 completed enrollment applications, covering over 21,000 Idahoans. 1,730 Idahoans have selected plan.

MS. Geyer-Sylvia asked of the 1730 that have selected a plan, is that medical or dental.

Ms. Olson said she it was not specified whether it was medical or dental.

Senator Rice asked if the Feds could supply enrollment information to the Exchange so there could be a comparison with the carrier and minimize the chance of people slipping through the enrollment process.

Ms. Dowd said they would ask if CCIIO could provide that information.

6.2 Consumer Outreach

Ms. Buckley-Green of Gallatin informed the board the Anonymous Browsing RFP costs were higher than they anticipated, and they had also been informed by HHS in the new plan browsing tool on Healthcare.gov by late December. Therefore we will hold off on building an Anonymous Browsing Tool on our own until we are certain the federal browsing tool is available.

The O&E committee met last week to review a proposal to launch an advertising bridge campaign which would run from December 20, 2013 through the end of January 2014. Ms. Buckley-Green reported the Phase 2 advertising is also taking shape and will be ready for the end of January.

Ms. Geyer-Sylvia asked that the deadline date for enrollment (3/31/2014) be included in the bridge campaign.

Ms. Buckley-Green said she was sure this could be included.

Chair Weeg asked if a motion was needed for this bridge campaign.

Ms. Vauk said she did not believe so, because the board already approved the funding.

6.3 Stakeholder Outreach

Mr. Gonzalez (YHI) said that the In-Person Assistors were trained and had all cleared national background checks. Idaho now has 600 agents & brokers certified to sell exchange products. YHI recently issued a survey to agents and brokers to collect and address problems and concerns. In addition, YHI has met all of the Idaho Tribes, and is working to understand any federal requirements that are already in place. The tribes are currently reviewing the draft tribal consultation policies YHI provided them, and this will go before the Board for approval.

7. FINANCE UPDATE

7.1 Financial Statements

Mr. Kelly provided a brief recap of items discussed during the Finance Committee yesterday. He informed the board that the Finance Committee plans to review the financial statements monthly, and provide quarterly updates and financial statements to the board for approval.

Motion: Mr. Agenbroad moved to approve monthly meetings of the Finance Committee and quarterly updates of financial statements to the board for approval.

Second: Ms. Packer, motion carried

7.2 Assessment Fee Policy – Board Approval

Mr. Kelly reported the draft Assessment Fee Policy was developed collaboratively with the carriers and assistance from legal counsel. The policy reflects:

- Assessment Fee calculations
- Reporting vehicle and process
- Recourse for non-payment of Assessment Fee
- Flexibility to easily adapt to changes from CMS

Motion: Mr. Settles moved to approve the Assessment Fee Policy

Second: Mr. Agenbroad, motion carries

8. OPERATIONS/GOVERNANCE

8.1 Personnel Committee Report

Ms. Henbest informed the board that the Ad Hoc Personnel committee had already met twice and will meet again next week. The initial meeting was organizational and defined the scope. Subsequently the committee started to develop an evaluation process for the Executive Director with a targeted completion date of the end of January. They will also provide a review for the Board of Directors.

Ms. Henbest reported that she discussed developing the staff evaluation process with the Executive Director.

Ms. Packer noted that a review of Board of Directors by either the Governance or Personnel Committee was probably not required, as they serve at the pleasure of the Governor.

Ms. Henbest said it is becoming more common for a board to have a self-evaluation process to ensure they are functioning at the correct level. Ms. Henbest said they would review this topic at the next week.

8.2 Operations Committee Report

Dr. Livingston reported that the Operations Committee had reviewed the bylaws, committee charter and global charter. The global charter has been renamed Organizational Roles and Responsibilities. A draft mission statement will be able for review via the HT share drive, and a decision was made that all subcommittee's need a Vice Chair.

Mr. Stoddard (Hawley Troxell) showed the board slides of the draft updates, adding the Public Records and Records Retention Policy are now the responsibility of the Operations Committee.

8.3 Records Requests

Ms. Olson informed the board that they have been tracking all Records Requests. So far there have been a total of 22 requests totaling approximately 160 man hours of time. YHI has also recently added a .pdf fillable records request form on the YHI website.

8.4 Congressional Report

Ms. Dowd told the board that the all responses to the Congressional Inquiry had been completed on December 4th.

Mr. Agenbroad asked if there was an estimate of the cost for providing that.
Ms. Dowd said they would get this information to the Board.

8.5 Legislative Report

Ms. Dowd stated that the exchange has to submit a written report to the Idaho Legislature by January 31, 2014, and she presented the board with a report outline. She reminded the board to complete the background requests that had been sent via email from Tammy Perkins. A final draft report will be provided to the board for review at the next meeting, and details of presentation to germane committees and the Board member appointment process will be forthcoming.
Chair Weeg said this report is important as it is our first one, and we need to have a lot of answers ready for any questions that may come.

Senator Rice said that it was imperative to discuss any missteps rather than attempt to gloss over them and concentrate on how they were resolved.

9. NEXT MEETING

Chair Weeg said the January meeting could not be set yet as it is pending attendance and room availability during the legislative session.

10. ADJOURN

There being no further business, Chair Weeg adjourned the meeting at 11:39am.

Signed and respectfully submitted by:



Stephen Weeg, Chair