

AGENDA

PENNSYLVANIA HEALTH INSURANCE EXCHANGE AUTHORITY BOARD MEETING

Date: October 15, 2019

Time: 1:00 p.m.

Location: Rachel Carson Building, 12th floor conference room, 400 Market St., Harrisburg, PA 17101

1.00 Preliminary Matters

1.01 Call to Order

- Meeting began at 1:01 pm

1.02 Roll Call

- Paula Sunshine, IBC - present
- Sheryl Kashuba, UPMC Health Plan - present
- Tia Whitaker, PACHC - present
- Antoinette Kraus, PHAN - present
- Mark Nave, Highmark - present
- Jessica Brooks, Pittsburgh Business Group on Health - present
- Todd Shamash, CBC - present
- Laval Miller-Wilson, PA Health Law Project - present
- Dr. Rachel Levine, DOH - present
- Secretary Teresa Miller, DHS - present
- Commissioner Jessica Altman, PID - present

*EXECUTIVE SESSION COMMENCED at 1:03pm**

Discussion following Executive Session: PHIEA is working to get a contract effectuated with the technology vendor and is keeping the best interest of the Commonwealth at the forefront.

1.03 Approval of Previous Meeting's Minutes

- ***Recommended Motion:*** *To approve as true, correct and accurate the minutes recording the events, actions and details of the Tuesday, September 10, 2019 Public Meeting of the Pennsylvania Health Insurance Exchange Authority Board.*
 - *Discussion: None*
 - *Motion:*
 - *Todd Shamash*
 - *Second:*
 - *Dr. Rachel Levine*

- Yays:
 - All Board Members
- Nays:
 - No one

1.04 Announcement of Executive Sessions

- Executive Sessions of the Pennsylvania Health Insurance Exchange Authority Board were held at the conclusion of the Tuesday, September 10, 2019 Public Meeting of the Pennsylvania Health Insurance Exchange Authority Board and on Friday, October 11, 2019 and October 15, 2019 for the purpose of discussing confidential matters involving contract negotiations and potential litigation.

1.05 Opportunity for Public Comment

- Please note that public participation is permitted at this meeting, as required by the Sunshine Act, 65 P.S. § 280.1. In the absence of official policy relating to public comment at Board meetings (which the Board anticipates will be forthcoming), and to ensure the orderly progress of today's meeting, all comments should be directed to the Chairperson, and should be limited to no more than five (5) minutes in duration. Questions asked of the Chairperson or the Board as part of public comment may or may not be addressed at the meeting.

2.00 Action/Discussion Items by the Board

2.01 Conflict of Interest Discussion and Resolution

- **Recommended Motion:** *To adopt the Conflict of Interest Resolution (as attached) to govern the processes relating to votes and actions of Members of the Pennsylvania Health Insurance Exchange Authority Board.*
 - *Discussion: If all insurance plans are impacted equally as a "class," then does every board member get an opportunity to vote?*
 - *Response: Yes*
 - *Motion:*
 - *Laval Miller-Wilson*
 - *Second:*
 - *Tia Whitaker*
 - Yays:
 - All Board Members
 - Nays:
 - No one

2.02 Authority Personnel Updates

- Hiring of Kyrie Perry as Authority's Director of External Affairs at an annual salary of \$120,001.00;
- Hiring of Jennifer Lloyd as Authority's Project Manager at an annual salary of \$70,000.00;
- Chief Technology Officer search status;
 - **Discussion:** Has this actually begun yet? Can the CTO description please be circulated with the Board?
- Chief Financial Officer search status; and
- Chief Counsel search status and provision for legal support in the interim.
 - **Discussion:** The position is currently posted on the government website and in the interim, the Exchange is relying on assistance from lawyers from the Office of General Counsel

2.03 Hiring of Additional Authority Personnel

- **Recommended Motion:** *To approve the recruitment and selection of persons by the Executive Director into the following positions for the Authority at salaries to be negotiated by the Executive Director of the Authority:*
 - *Director of Operations;*
 - *Up to three Business Analysts;*
 - *Policy Analyst; and*
 - *Administrative Assistant.*
- *Discussion: None*
- *Motion:*
 - *Dr. Rachel Levine*
- *Second:*
 - *Sheryl Kashuba*
- *Yays:*
 - *All Board Members*
- *Nays:*
 - *No one*

2.04 Discuss Technology Platform Implementation Needs

- Quality Assurance and Testing support needs for 2020 implementation
- **Discussion:** This type of testing will include pre-open enrollment testing and user testing.

2.05 Discuss Status of State-Based Exchange – Federal Platform Activities

- User Fee Collection in 2020
 - **Discussion:** Pennsylvania will be collecting and remitting 2.5 percent to the federal government for the user fee collection in 2020. This

collection and remittance will be occurring through the Exchange and this altered approach will cause insurers to have to update their IT systems. The consensus is that this is a good approach because it's a permanent approach.

- SBE-FP Blueprint Application Activities
 - Assister Registration and Training Compliance
 - **Discussion:** There is an FAQ document on the website, and it is being used to communicate information to Navigators/CDOs/CACs
 - Oversight and Monitoring Plan
 - **Discussion:** By 12/31/2019, the Exchange needs to have a plan in place. The Exchange is currently looking to other states for guidance.
 - Open Enrollment Readiness Review (OERR)
 - **Discussion:** Pennsylvania Insurance Department is running the current open enrollment campaign, and the Exchange is preparing to overtake these duties for next enrollment period.

2.06 Discussion of Board Governance and Upcoming Activities

- Input on bylaws drafting
- Officers and subcommittees
 - **Discussion:** Consensus that establishing officers and subcommittees would be beneficial. Board members to then share their name and position they would wish to hold for discussion at the next board meeting.
- Discussion of Upcoming Board Schedule and Tasks
 - **Discussion:** What is the procedure for extending the open enrollment period? Does the Board have to talk about this?
 - **Response:** SBE-FPs do not have the ability to extend open enrollment. The Exchange will have to wait until it is an established SBE.
 - **Discussion:** Any more progress on the advisory council?
 - **Response:** There are decisions that need to be made in order to establish this council (i.e. when is the best time for them to meet?). These conversations are currently happening.

Pennsylvania Health Insurance Exchange Authority

320 Market Street Harrisburg, PA 17101

Exchange Authority Website: <https://www.insurance.pa.gov/Coverage/Pages/State-Based-Exchange.aspx>

3.00 Adjournment

- ***Recommended Motion:*** *To adjourn this meeting of the Pennsylvania Health Insurance Exchange Authority Board.*
 - *Discussion: None*
 - *Motion:*
 - *Paula Sunshine*
 - *Second:*
 - *Todd Shamash*
 - *Yays:*
 - *All Board Members*
 - *Nays:*
 - *No one*