

AGENDA

PENNSYLVANIA HEALTH INSURANCE EXCHANGE AUTHORITY BOARD of DIRECTORS MEETING

Date: November 4, 2019

Time: 1:00 p.m.

Location: Keystone Building, Hearing Room 4, 400 North St, Harrisburg, PA 17120

1.00 Preliminary Matters

1.01 Call to Order

- 1:02pm meeting commenced

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 (joined by phone)
- 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 1:04pm

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, October 15, 2019 Public Meeting of the Pennsylvania Health Insurance Exchange Authority Board*
 - *Discussion: None*
 - *Motion:*
 - *Laval Miller-Wilson*
 - *Second:*
 - *Teresa Miller*
 - *Yays:*
 - *All Board Members*

- Nays:
 - *No one*

1.04 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 Discussion of Proposed Bylaws

- Proxy voting
 - Discussion: Should we amend the language in the Board bylaws under proxy voting to where it reflects that board members can either vote in advance, or can delegate authority to another board member to vote on their behalf during the meeting?
 - Response: Yes, the last sentence in the proxy voting session should be amended to read "may authorize another Board member to vote by proxy."
- Delegated authority
 - Discussion: None
- Vice Chairperson position
 - Discussion: Does the vice chair get to break a tie?
 - Response: Yes, because they are acting as the chairperson.
- Advisory and other Committees
 - Discussion: How does the Board interact with the Executive Director in the case of personnel matters? Is the Exchange going to be creating a personnel manual?
 - Response: All Exchange employees are Commonwealth, non-civil service employees, therefore there may be Commonwealth policies the Exchange can reference. More to come on this item.
- Reimbursement parameters and process
 - Discussion: None

- **Recommended Motion:** *To approve the Bylaws of the Pennsylvania Health Insurance Exchange Authority Board of Directors, as proposed by the Executive Director and modified by discussion and agreement of the Pennsylvania Health Insurance Authority Board of Directors.*
 - *Discussion: See above*
 - *Motion:*
 - *Paula Sunshine*
 - *Second:*
 - *Antoinette Kraus*
 - *Yays:*
 - *All Board Members*
 - *Nays:*
 - *No one*

2.02 Nomination of Vice Chairperson

- *Nomination of members of the Board for the position of Vice Chairperson*
- *After all nominations have been made, a Member of the Board must move to close nominations*
- **Recommended Motion:** *To close nominations for the position of Vice Chairperson of the Pennsylvania Health Insurance Exchange Authority Board of Directors.*
 - *Discussion: Teresa Miller nominates Sheryl Kashuba to be the vice chair for the Pennsylvania Health Insurance Exchange Authority Board*
 - *Motion:*
 - *Teresa Miller*
 - *Second:*
 - *Paula Sunshine*
 - *Yays:*
 - *All Board Members*
 - *Nays:*
 - *No one*

2.03 Election of Vice Chairperson

- *Election of Vice Chairperson shall be by a majority vote of those present and voting*
- *Voting shall be made by each Board member voicing the name of one of the nominated candidates*
- *Where no majority is achieved on the first vote, a second vote shall be cast for the two (2) candidates who received the greatest number of votes from the first round of voting*

2.04 Delegation of Personnel Authority Decisions to Executive Director

- **Recommended Motion:** *To delegate to the Executive Director all personnel actions relating to employees of the Pennsylvania Health Insurance Exchange Authority, including but not, limited to hiring, termination, discipline, terms and conditions of employment, salary and benefits, supervision and direction of such*

employees without further approval by the Pennsylvania Health Insurance Exchange Authority Board of Directors, provided that the exercise of this delegated authority is reported by the Executive Director to the Board at the next meeting (either in executive session or in public, as appropriate) following such exercise of authority.

- Discussion: The chairperson of the Board needs to be involved in the hiring decisions as well. The Board would also like to see an inclusionary approach to hiring for the Exchange.
- Motion:
 - *Laval Miller-Wilson*
- Second:
 - *Todd Shamash*
- Yays:
 - *All Board Members*
- Nays:
 - *No one*

2.05 2020 & 2021 Budget Overview

- Monthly Enrollment Projections
 - Discussion: What is the current monthly enrollment for Pennsylvania?
 - Response: 365,000
- User Fee Revenue Projections
 - Discussion: The Board would like to ensure that the user fee information is taken down to the granular level.
- Projected Revenue in 2020 and 2021
- Two Year Budget Overview
 - Authority Staffing Plan
 - Outreach and Navigators
 - Discussion: Tia Whitaker is recusing herself from the discussion due to her current involvement as the Navigator organization for the Exchange.
 - How did the Exchange determine the amount to be allotted for Navigators? Members of the Board are concerned that this amount is too low for the upcoming open enrollment period.
 - Response: The Exchange is needing to balance the funding of a contingency plan while also ensuring that enough money is allotted to various areas of the budget. The Exchange is going to take the Board's feedback and revisit the allocation of funds. More will be discussed next meeting.
 - Marketing
 - IT System and Consumer Assistance Center
 - Other Technical Assistance
 - Operating

- **Recommended Motion:** *To approve the Plan Year 2020 (January 1, 2020 – December 31, 2020) Operating Budget of the Pennsylvania Health Insurance Exchange Authority, as proposed by the Executive Director and modified by discussion and agreement of the Pennsylvania Health Insurance Authority Board of Directors.*
 - *Discussion: see above*
 - *Motion:*
 - *Mark Nave*
 - *Second:*
 - *Sheryl Kashuba*
 - *Yays:*
 - *All Board Members*
 - *Nays:*
 - *No one*

2.06 Technology Platform and Customer Assistance Center Procurement

- Public update
- Discussion: Public to expect an emergency meeting in the future to discuss the procurement of the IT vendor.

2.07 Update on 2020 Open Enrollment Period

- A brief overview of plan offerings, rates, outreach and resources available
- Discussion: There was an approved 4.5% rate increase in the Pennsylvania health insurance market for plan year 2020. Additionally, OSCAR Health will be operating in the Philadelphia market, for a total of seven health insurance carriers in the individual market in Pennsylvania. There are now only six counties (approximately 8,000 people) who only have one choice for an insurer on the individual exchange for this upcoming plan year and the Pennsylvania Insurance Department is continuing to work to provide additional carrier options to consumers.

3.00 Adjournment

- **Recommended Motion:** *To adjourn this meeting of the Pennsylvania Health Insurance Exchange Authority Board.*
 - *Discussion: None*
 - *Motion:*
 - *Teresa Miller*
 - *Second:*
 - *Antoinette Kraus*
 - *Yays:*
 - *All Board Members*
 - *Nays:*
 - *No one*