

AGENDA

PENNSYLVANIA HEALTH INSURANCE EXCHANGE AUTHORITY BOARD SPECIAL MEETING

Date: September 10, 2019

Time: 9:00 a.m.

Location: Keystone Building: Hearing Room 3, 400 North St. Harrisburg, PA 17120

1.00 Preliminary Matters

1.01 Call to Order

1.02 Roll Call

1.03 Welcome/Introduce New Board Members

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

1.04 Adoption of Robert's Rules of Order to Govern Meeting of the Board

- ***Recommended Motion:*** To adopt Robert's Rules of Order (11th Edition) for the parliamentary procedure governing this and future meetings of the Pennsylvania Health Insurance Exchange Authority's Board.

1.05 Appointment of Temporary Board Secretary for Recording of Minutes

- ***Recommended Motion:*** To appoint Jennifer Lloyd as temporary Secretary of the Pennsylvania Health Insurance Exchange Authority's Board for the purpose of recording meeting minutes and attendance at this and future meetings of the Board until such time as a permanent Secretary is appointed.

1.06 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 Overview of Authority's Status as State-Affiliated Entity

- Sunshine Act
- Procurement Code/Rules
- Hiring and Status of Authority Employees
- Right-to-Know Law

2.02 Discussion of Board Governance and Process

2.03 Establish Board Meeting Calendar

2.03 Discuss Development and Adoption of Bylaws

2.04 Discuss Advisory Council

2.05 Discussion of Potential Conflicts of Interest

2.06 Ratification of Actions Taken by Chairperson Pursuant to 40 P.S. §9301

- ***Recommended Motion:*** To ratify and adopt, as the Board of the Pennsylvania Health Insurance Exchange Authority in its entirety, all actions taken by Insurance Commissioner Jessica Altman to begin establishment and implementation of the Authority and Pennsylvania's state-based exchange pursuant to 40 P.S. § 9301, including but not limited to the following:
 - Hiring of Zach Sherman as Authority's Executive Director at an annual salary of \$200,001.00;
 - Selection of Pennsylvania Association of Community Health Centers as Navigator for Authority;
 - Adoption of MOU Between the Authority and Pennsylvania Insurance Department for Reimbursement of Costs Associated with the Implementation of the State-Based Exchange;
 - Issuance of RFP Number 6100048766 for Technology Platform and Consumer Assistance Center for the Pennsylvania Health Insurance Exchange, including any addenda thereto that the Chairperson

determines in her discretion to be reasonably necessary and in the best interest of the Pennsylvania Health Insurance Exchange Authority, including provision for small and diverse business participation;

- Selection of Jordan Harris as Technology Platform and Consumer Assistance Center RFP Consultant;
- Adoption of Federal Platform Agreement; and
- Adoption of Federal Information Disclosure Agreement.

2.07 Approval of Lease for Office Space for the Authority

- ***Recommended Motion:*** To approve the lease for office space for the Pennsylvania Health Insurance Exchange Authority at 320 Market Street, Harrisburg, Pennsylvania 17032 at an annual rate of \$62,214.23, and adopt that office space as the official business address and headquarters for the Exchange.

2.08 Hiring of 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:
 - Chief Counsel;
 - Chief Financial Officer;
 - Chief Technology Officer;
 - Director of External Affairs; and
 - Project Manager.

3.00 Unfinished Business

4.00 New Business

5.00 Discussion of Miscellaneous Items to be Brought before the Board

6.00 Adjournment

- ***Recommended Motion:*** To adjourn this special meeting of the Board of the Pennsylvania Health Insurance Exchange Authority, and to reconvene the Board in executive session for the purpose of discussing, personnel, negotiation and litigation matters.