



## Standing Advisory Board Meeting Minutes

January 23, 2013  
3:00pm – 5:00pm  
441 4<sup>th</sup> St., NW  
Washington, DC 20001

### **Members Present:**

Jill Thorpe, Chris Gardiner, Dania Palanker, Claire McAndrew, Stephen Jefferson, Bill MacCartee, Barry Lewis<sup>1</sup>, Kevin Dougherty

### **Members Absent:**

Karen Johnson

### **Staff Present:**

Sandra Robinson, Shaunté Barker<sup>2</sup>, Bonnie Norton<sup>2</sup>, Brendan Rose

### **Opening and General Updates:**

- Chris welcomed everyone and gave a brief overview of the agenda items.

## **I. Introduction**

- Each member and staff gave a brief introduction of themselves.

## **II. Approval of Minutes**

- Corrections were suggested to meeting minutes in the following areas:
  1. Page 2, “The Working Groups” bullet, section 1a – rehabilitative changed to habilitative.
  2. Page 2, “The Working Groups” bullet, section 1 – corrected spelling of Daugherty to Dougherty.
  3. Page 2, “The Working Groups” bullet, section 4a – correction of “This area deals with the SHOP.” to “This area deals with the Individual Market Exchange.”
  4. Page 3, “The Working Groups” bullet, section 8 – correction of Clair to Claire.
  5. Page 3, “The Working Groups” bullet, section 9 – correction of Actuaries to Issuer Certification Process.
- Motion made and seconded to accept the amended minutes.
- The amended minutes were unanimously approved.

## **III. Consideration of Committee Applicants**

- Members of the Board who were familiar with nominees spoke to the nominees experience and skills as they relate to the committees.

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<sup>1</sup> Present via teleconference

<sup>1</sup> Left prior to end of meeting

- Nominees were vetted and final decisions and recommendations will be made at the next meeting.
- The Resolution establishing additional Advisory Committees was reviewed and used as the basis for selecting nominees.
- Chris suggested that they be careful of placing nominees on two committees without knowing the workload and time commitment needed in the future.
- The Board identified additional representation needed to meet the Executive Board's requirement for having a broad range of representation for the committees and will reach out to additional individuals to meet this need.
- Tentative committee assignment is as follows:

1. Plan Management

- a) Hannah Turner
- b) Claire McAndrew
- c) Dania Palanker

2. Producer

- a) Robert Poli
- b) Shawn Flattery Brsahears
- c) Shephanie Cohen
- d) Jack Abel
- e) Sanford Walters
- f) Dave Chandra

3. Consumer Assistance

- a) Marilyn Koss
- b) Jennifer Mezey
- c) Stephanie Akpa
- d) Andrew Patterson
- e) Wes Rivers
- f) James McSpadden
- g) A. Toni Young
- h) Howard M Liebers
- i) Stuart Berlow

#### **IV. Adjournment**

- The meeting adjourned at 5:10pm.

#### **V. Next Steps**

- Finalize the Advisory Committee Assignments prior to the upcoming Executive Board meeting on February 7, 2013 and prepare report to submit to the Executive Board.
- Next meeting February 4, 2012 from 3-5pm.