

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Health Benefit Exchange Authority



Office of the Executive Board

Meeting Minutes

September 5, 2012

5:30pm – 8:00pm

**John A. Wilson Building
1350 Pennsylvania Ave., NW
Washington, DC 20004**

Members Present:

Dr. Mohammad Akhter, Dr. Henry Aaron, David Berns, Kate Sullivan Hare, Dr. Leighton Ku, Dr. Saul Levin¹, Diane Lewis, Kevin Lucia, William White, Wayne Turnage¹

Members Absent:

Khalid Pitts

Chair:

Dr. Mohammad Akhter

Opening and General Updates:

- The meeting was called to order by Dr. Akhter
- Dr. Akhter welcomed everyone in attendance and began by informing everyone that the Insurance recommendations and public testimonies are being reviewed and will be brought forward for decision at an upcoming Board Meeting
- He also invited the public to comment at meetings and gave instructions on how to sign up
- Gave a brief overview of the agenda items.

I. Approval of Minutes

- The minutes from the August 21, 2012 Executive Board Meeting were approved by the Board.

II. Presentation on Proposed Operational Business Model for the Exchange

- Bonnie Norton presented based on work done by the HRIC Subcommittees. Questions and comments were addressed from the Board. Presentation included:
 1. Overview of Operational Model
 2. Core Functions
 3. Authority Staffing

¹ Present through teleconference

4. Operational Costs
5. Financial Sustainability
- Observations from Chair
 1. Exchange will need I/T vendor that is experienced in developing and managing similar needs and can develop a system that is scalable.
 2. Costs and Financial sustainability
- The Board opened the floor for Public Comments
 1. No comments made

III. Exchange Policy and Operations Timeline

- Bonnie Norton gave overview of policy decisions required over the next three months.
 1. Mr. Turnage commented that a decision on the BHP also needs to be made soon by DHCF with Board input. Chairman Akhter stated that this item will also be added to the timeline for September 2012.
- Adam Levi supplemented Bonnie's overview with the following:
 1. The hiring of the Executive Director
 2. Required study and consultation with Stakeholders and Advisory Board of legislative study areas of Section 17 of the ACA
 - a) In response to question by Dr. Ku regarding hiring of Executive Director, Adam recommended hiring an Interim Executive Director.
 - (1) Motion seconded to hold closed Executive Session to discuss personnel matters
 - (2) Decision made to hear remaining agenda before calling a recess

IV. Board Committees

- Board has formed four Working Committees
 1. Business and Operations chaired by Diane Lewis
 2. Insurance Market chaired by Kevin Lucia
 3. IT Infrastructure and Eligibility chaired by Dr. Leighton Ku
 4. Marketing and Consumer Outreach chaired by Kate Sullivan-Hare
- Chairman Akhter explained the purpose and protocol of the Working Committees

V. Procurement Policies and Procedures

- Presentation by Alex Alonso and Adam Levi. Questions and comments were addressed from the Board

VI. Recess to conduct closed Executive Session to discuss personnel matters

- Before taking a recess, Chairman Akhter informed the Board and the public that the Board would be moving, pursuant to D.C. Official Code §§ 2-575(b)(4)(A), (b)(10) and (c) to discuss the proposed employment of an Interim Executive Director and to seek legal advice regarding the same. A motion was seconded to proceed to a closed session
- A Roll Call Vote was taken and all voting members present voted in favor of the closed session

VII. Meeting called back into session

- Motion to hire Interim Director seconded
- Motion seconded to delegate the review and recruitment authority to the Business Operations Committee to conduct interviews and nominate candidate to the Board

Next Steps:

- Next Meeting Monday, September 24, 2012 in room 407 at 899 N. Capitol Street NE at 5:30

The meeting adjourned at 8:00pm