



Health Benefit Exchange Authority Executive Board Meeting

Minutes for Tuesday, June 17, 2014

Date: Tuesday, June 17, 2014
Time: 4:00 PM
Location: By Conference Call Only
Call- in Number: 1-877-668-4493; Access Code: 731 898 004

Members present: Dr. Henry Aaron, Kate Sullivan Hare, Dr. Leighton Ku, Diane Lewis, Khalid Pitts (for part of meeting)

Members absent: Dr. Mohammad Akhter, Dr. Joxel Garcia, Nikol Nabors-Jackson, Kevin Lucia, Chester McPherson, Wayne Turnage

I. Welcome and Roll Call, *Diane Lewis, Chair*

There was a roll call of members present to confirm that there was a quorum. A quorum was met with four voting members present (Dr. Aaron, Dr. Ku, Ms. Lewis, and Ms. Sullivan Hare).

II. Approval of minutes, *Diane Lewis, Chair*

The minutes from the June 11th meeting was unanimously approved by roll call vote. Voting in favor were Dr. Aaron, Dr. Ku, Ms. Lewis, and Ms. Sullivan Hare.

III. Action Items

- **Grant Modification of DC Health Link Assister Grants to New Bethel Baptist Church and the Leadership Council for Healthy Communities – *Mila Kofman, Executive Director***

Ms. Kofman reported that the first action item that requires full board approval is a modification to two of our in person assister grants.

Khalid Pitts joined the call.

The original grant to New Bethel Baptist Church was \$150,000. The request is to increase the grant by \$50,000 and to extend the grant to February 28, 2015 through the next open enrollment period. The Church's work

finished earlier this spring, but based on their performance and several other factors, staff recommends allocating unused assister grant funds to New Bethel Baptist Church so they can continue their work with us.

The second grant is similar. The grantee is Leadership Council for Health Communities. Their original grant was \$200,000. The request is to increase the grant by \$250,000 and to extend the grant to February 28, 2015 as well.

Ms. Kofman stated that both of these organizations were valued partners in the faith-based community; but as originally structured, HBX had no faith-based assister organizations extending into the second open enrollment. The Finance Committee approved this action and now it is before the full board.

It was moved and seconded to approve the grant modifications. The motion passed unanimously with the following Board members voting yes: Dr. Aaron, Dr. Ku, Ms. Lewis, Mr. Pitts, and Ms. Sullivan Hare.

- **Licensing fee and maintenance cost for the OPNET monitoring tool for the DC Health Link website** – *Mila Kofman, Executive Director*

Ms. Kofman reported that the second issue regarded the purchase of an OPNET monitoring tool for the DC Health Link website. OPNET is a tool that delivers real-time monitoring, transaction analysis and insight into the performance of web-based applications and allows our IT team to quickly isolate application response time issues for faster trouble-shooting. The IT team has been using the tool on a trial basis, but the trial period has expired. The IT team has found the tool to be critical to our need to minimize any down time of the portal. It is a cost allocated item with DHS and DHS has approved the cost allocation. The breakdown is 67% to HBX and 33% to DHS. It has two cost components. The license is a one-time purchase of \$198,000 and maintenance is a recurring annual cost of \$42,500. Ms. Kofman requested approval for the \$240,000 first year cost which is the total cost including the portion covered by DHS. The Finance Committee approved this action.

It was moved and seconded to approve the grant modifications. The motion passed unanimously with the following Board members voting yes: Dr. Aaron, Dr. Ku, Ms. Lewis, Mr. Pitts, and Ms. Sullivan Hare.

IV. Closing Remarks and Move to Executive Session (procurement)

A motion was made to move into closed executive session pursuant to DC Code Sections 2-575(b)(2) and 31-3171.11 to discuss contracting issues. Upon a unanimous roll call vote of the members present, the meeting went into closed executive session. Dr. Aaron, Ms. Sullivan Hare, Dr. Ku, Ms. Lewis and Mr. Pitts and voted yes.

Time: 4:12 p.m.