



**Health Benefit Exchange Authority Executive Board Meeting
FINAL MINUTES**

Date: July 11, 2016
Time: 5:30 PM
Location: 1225 Eye Street NW, 4th Floor, Board Conference Room
Call- in Number: 1-877-668-4493; access code 733 623 840
NOTE: For participants on the phone, there will be a demonstration via webex at the beginning of the discussion section. To access that presentation, click the link below from your computer (or cell phone) internet browser: [Join WebEx meeting](#)

Members Present: Kate Sullivan Hare, Nancy Hicks, Leighton Ku, Diane Lewis, LaQuandra Nesbit (via telephone), Tamara Watkins (via telephone), Laura Zeilinger

Members Absent: Henry Aaron, Khalid Pitts, Stephen Taylor, Wayne Turnage

I. Welcome, Opening Remarks and Roll Call, Diane Lewis, Chair

Chair Diane Lewis called the meeting to order at 5:42 pm. A roll call of members confirmed that there was a quorum with four voting members present (Ms. Sullivan Hare, Ms. Hicks, Dr. Ku and Ms. Lewis).

II. Approval of Agenda, Diane Lewis, Chair

It was moved and seconded to approve the agenda. The motion passed unanimously, with Ms. Sullivan Hare, Ms. Hicks, Dr. Ku and Ms. Lewis voting yes.

III. Approval of Minutes, Diane Lewis, Chair

It was moved and seconded to approve the June 27, 2016 minutes. The motion passed unanimously, with Ms. Sullivan Hare, Ms. Hicks, Dr. Ku and Ms. Lewis voting yes.

IV. Executive Director Report, *Mila Kofman, Executive Director*

SCHEDULING UPDATE

Ms. Kofman reported that in order to accommodate schedules, we will be holding our August meeting by conference call only. It will be Monday, August 8th at 5:30 PM. In addition, we are moving the date of the September board meeting to Wednesday, September 28th. Meetings will then return to the regular schedule of the second Wednesday of every month.

AHIP CONFERENCE

Ms. Kofman presented at the recent America's Health Insurance Plans (AHIP) conference on DC Health Link's outreach efforts. She was joined by staff from Accenture, who reported on research findings about how to find and enroll millennials.

Ms. Watkins entered the meeting by telephone.

NEW PROPOSED IRS REGULATION ON APTC

A new proposed regulation relating to APTC was issued on Friday, July 8th, and staff is still reviewing it, but it may have IT implications. There is a 60 day comment period.

AWS AWARD

HBX was a winner of the Amazon Web Services best practices award for large government. HBX was recognized for its innovative approach to solving a government problem. The award was for our approach in moving to a cloud-based environment and the use of open source code.

NEW HIRES

Ms. Kofman introduced Christina Fleps, HBX's new Deputy General Counsel. She has been General Counsel at OCTO since 2002. Prior to that she was a health care lawyer and authored health manuals.

MOVES:

Ms. Kofman reminded the Board that the Contact Center has to move from its first floor space in L'Enfant Plaza as that space is needed by the Department of Motor Vehicles (DMV). The new space is on the third floor, and some of the IT staff will be co-located at the Contact Center. The current target is early September, but we are trying to move both of them to Labor Day weekend if at all possible.

The second space update is HBX's attempt to locate additional space on a different floor at its present location. That move is also scheduled for early September. The new space will be populated by many of our customer service account managers.

ENROLLMENT DATA

HISTORICAL CUSTOMERS SERVED	
PROGRAM	LIVES
TOTAL	234,627

** Totals as of July 1st, 2016, include future start dates.*

ACTIVE ENROLLMENT	
PROGRAM	LIVES
SHOP	25,777
QHP	17,484

Totals as of July 1st, 2016

Ms. Kofman reported that SEP enrollments are generally younger than open enrollment numbers, illustrated as follows:

2016 QHP AGE GROUPS	OE %	SEP %
18-25	5.7%	7.5%
26-34	33.8%	42.1%
45-54	15.6%	10.9%

Ms. Kofman reported that the APTC population continues to be small:

2016 QHP - APTC BY START DATE	NO APTC	HAS APTC	TOTAL
TOTAL	16,273	1,211	17,484

On standard plans, Ms. Kofman reported that even more people enrolling through an SEP choose a standard plan: 42%, which is higher than people enrolling through open enrollment.

Ms. Kofman related that HBX is trying to get more precise information on effectuation and whether people are staying covered. Approximately 71% of people who sign up effectuate by paying the first premium, and 68% of those people are still covered.

V. Finance Committee Report, *Diane Lewis for Henry Aaron, Chair*

The Finance Committee met by telephone on Thursday, July 7th with all three board members in attendance.

Assessment Regulation Update: HBX Staff informed the Committee that the permanent regulation related to the HBX assessment was deemed approved as of June 30th. Next the regulation will be published in the DC Register on July 22nd. DISB currently plans to issue the assessment collection letters to carriers on July 25th with payment due by September 6th.

Procurement Updates: Executive Director Kofman walked through several pending procurements to obtain Finance Committee approval so they could come to the Board this evening. She confirmed that the Finance Committee supports all three procurements pending before the Board this evening: a contract with Consumers'

Checkbook; Metro Bus Ad buys for SHOP and the Individual Marketplace, and a contract with A & T for cloud-based services.

Additional Procurement Updates: Staff provided the Committee with an update that the third option year is being exercised for our premium aggregation vendor and that staff negotiated additional savings for that contract so it will be \$763,800 for FY2017.

Financial Review: The Committee reviewed FY 16 expenditures to date and noted that expenditures are as expected. In addition, our Chief Financial Officer provided updated information on assessment collections and balances.

VI. Discussion Items

- i. Consumers Formulary Tool Demonstration and Feedback, *Andy Duff, Consumers' Checkbook/Center for Study of Services*

Ms. Kofman stated that due to the scheduling vagaries of summer, and because we do not want to delay the rollout of the new consumer decision support tool, the Board was getting a demonstration of the tool, and the opportunity to provide feedback, before HBX has had a chance to demo the tool for SAB. The goal is to deploy a beta version of the tool in August, with full deployment in time for open enrollment starting on November 1. The full presentation and discussion can be accessed [here](#) under July 11, 2016 Audio Recording.

- ii. Consumers' Checkbook/Center for Study of Services – Contract of Consumer Decision Support Tools Contract, *Mila Kofman, Executive Director*

HBX staff seeks to modify the contract to add an additional option year to the contract, to September 30, 2019. We also seek to add the new formulary tool. The option years have been amended to not exceed \$800,000. The team here renegotiated the prices, and Consumers Checkbook has given us a discount on the decision support tools. In addition, if other states sign up for these tools, HBX will receive a further reduction on the prices. The new contract adds language to allow other states the option to “ride” our contract and use our pre-negotiated rates. The Finance Committee has approved the contract.

Dr. Ku asked if only SBMs can take advantage of the rider, or could a state in the FFM do it as well. Ms. Kofman said states with a federal platform can do it as well.

- iii. OutFront Media – Contracts for Metro Bus Ads for SHOP and Individual Open Enrollment, *Mila Kofman, Executive Director*

Ms. Kofman said the contracts were twofold: one to buy Metro Bus ads for open enrollment, starting November 1 through the end of January, not to exceed \$176,000. The second is to buy Metro Bus ads, a campaign specifically targeting small business customers September 5, 2016 through June 25, 2017.

The routes chosen are ones that contain small businesses. The contract is not to exceed \$324,000. We have confirmation from CMS that grant funds can be used for this SHOP campaign. The Marketing & Outreach and Finance Committees have approved the contract.

- iv. A&T Systems – Contract Modification for Cloud Computing Environment, *Mila Kofman, Executive Director*

This item is for a one time increase of up to \$170,000 in an existing contract to pay for moving more services to the Cloud with A&T Cloud Services. This contract is HBX only, funded through grants for additional development work. The Finance Committee has approved the contract.

VII. Public Comment

No public comment was proffered.

VIII. Votes

- a. Consumers’ Checkbook/Center for Study of Services – Contract of Consumer Decision Support Tools Contract

It was moved and seconded to approve the Consumers’ Checkbook/Center for Study of Services – Contract of Consumer Decision Support Tools Contract as outlined above. The motion passed unanimously, with Ms. Sullivan Hare, Ms. Hicks, Dr. Ku, Ms. Lewis and Ms. Watkins voting yes.

- b. OutFront Media – Contracts for Metro Bus Ads for SHOP and Individual Open Enrollment

It was moved and seconded to approve the OutFront Media – Contracts for Metro Bus Ads for SHOP and Individual Open Enrollment as outlined above. The motion passed unanimously, with Ms. Sullivan Hare, Ms. Hicks, Dr. Ku, Ms. Lewis and Ms. Watkins voting yes.

- c. A&T Systems – Contract Modification for Cloud Computing Environment

It was moved and seconded to approve the A&T Systems – Contract Modification for Cloud Computing Environment as outlined above. The motion passed unanimously, with Ms. Sullivan Hare, Ms. Hicks, Dr. Ku, Ms. Lewis and Ms. Watkins voting yes.

IX. Closing Remarks and Move to Executive Session, *Diane Lewis, Chair*

Pursuant to DC Codes Section 2-575(b)(4) and Section 3171.11, it was moved and seconded for the Board to move to a closed session to obtain legal advice. The motion passed unanimously, with Ms. Sullivan Hare, Ms. Hicks, Dr. Ku, and Ms. Lewis voting yes.