

MINUTES

ARKANSAS HEALTH INSURANCE MARKETPLACE BOARD OF DIRECTORS
U of A System, B. Alan Sugg Board Room
2404 North University Avenue, Little Rock, Arkansas
Wednesday, October 23, 2013

The Arkansas Health Insurance Marketplace (AHIM) Board of Directors met Wednesday, October 23, 2013, at 8:30 a.m., at the University of Arkansas System, B. Alan Sugg Board Room in Little Rock, Arkansas.

Board members present: Ms. Sherrill Wise, Chairman; Mr. Steve Faris, Vice Chairman; Mr. Fred Bean, Mr. Mike Castleberry, Ms. Cynthia Crone (for Jay Bradford), Mr. John Denery, Mr. Jerry D. Jones, Mr. Chris Parker, and Ms. Annabelle Imber Tuck.

Legislators attending: Senator David Sanders, Representatives Mark Biviano and John Burriss

Ms. Wise called the meeting to order.

LEGISLATIVE OVERSIGHT COMMITTEE DISCUSSION

Senator David Sanders, Chair, Health Insurance Marketplace Legislative Oversight Committee, stated he is very impressed with the individual serving on the AHIM Board. He stated the Board has structure in place with the Arkansas Health Insurance Marketplace Legislative Oversight Committee. He does not want to see this Board move its authority through the Arkansas Insurance Department (AID). This should be a working relationship only. He also cautioned the Board that if they have questions it is always good to consult with the legislature. He stated the Board should have a long-term strategy and vision and not create unnecessary and unrealistic deadlines.

CONSIDERATION TO ADOPT OCTOBER 9, 2013, MEETING MINUTES

[EXHIBIT D]

Mr. Jones made a motion to approve the October 9, 2013, meeting minutes, and with a second by Ms. Tuck, the motion carried.

GRANT COMMITTEE UPDATE

Mr. Chris Parker, Secretary/Treasurer, Grant Committee Chair, stated the Grant Committee met Tuesday, October 22, 2013, at 1:15 p.m. at the AID. He stated the grant committee is making progress in getting the grant submitted by the deadline. He stated there needs to a grid outlining necessary items and timeframes. These are the items he thinks should be decided as a Board in order to provide to First Data for budgeting purposes.

- How many staff persons are needed
- When will they be hired
- Office space
- Per Diem payment for Board Members

Ms. Wise suggested making a list of top ten key assumptions in writing the grant. **Mr. David Sodergren, First Data**, stated they will try and provide an organizational chart relating to the positions needed at the next Grant meeting. The next Grant meeting is Tuesday, October 29 at 1:15 p.m. at AID.

GRANT DISCUSSION

[HANDOUTS 1, 2,3, and 4]

Mr. David Sodergren, Project Management Director, First Data, provided the Board with a list of “grant assumptions”[Handout 3]. The assumptions are:

- This grant is being developed based upon the assumption of January 1, 2016, is the target date for SBE
- Two RFPs will be completed – one for the IT solution and one for the Call Center
 - IT Solution RFP release date – May/June, 2014
 - Call Center RFP release date – January 2015
- This grant will include full-time Board staff hired for the AR Health Insurance Marketplace
- This grant will include full-time project consultant staff

Mr. Sodergren explained activities and time frames associated with the Arkansas Health Insurance Marketplace SBE Transition Planning document. [Handout 1]

Mr. Sodergren commented on the Core Area/Key Tasks and Milestones for:

- Legal Authority and Governance
- Consumer and Stakeholder Engagement and Support
- Outreach and Education
- Eligibility/Enrollment
- Plan Management
- Financial Management, Risk Adjustment and Reinsurance
- Small Business Health Options Program (SHOP)
- Organization and Human Resources
- Finance and Accounting
- Technology
- Privacy and Security
- Oversight/Monitoring/Reporting
- Contingency Planning
- Re-Use

Mr. Sodergren stated in the Level 2 grant there must be a reliable estimate. It is better to request more than you need, because what you don't spend you give back.

ARKANSAS HEALTH CONNECTOR GRANT DISCUSSION

Ms. Cynthia Crone, Deputy Commissioner, Arkansas Insurance Department, provided an update. She stated currently, AID does not know how many individuals are enrolled. AID is working to get information on alternatives to getting enrolled.

Ms. Wise asked how the Board ensures they are involved in decisions made by AID that impact Board decisions. Ms. Crone stated the steering committee makes recommendations to the commissioner and meets generally on the fourth Wednesday of each month from 3-5 p.m. There is also a monthly report AID could share with the Board. Ms. Crone will forward the monthly report to **Jessica Middleton-Kurylo, Legislative Attorney, BLR**, for distribution.

Ms. Tuck asked Mr. Selig to provide an update on enrollment through the Department of Human Services (DHS). Mr. Selig stated approximately 60,000 are eligible and have shown an interest in the private option. Approximately 15,000 have completed the process of enrollment.

INTERIM FUNDING/STAFFING

[HANDOUT 5]

Ms. Wise stated when she refers to "interim" she is referring to the period between November 15, 2013 and February 2014. She stated there is approximately \$70,000 available for the Board during the interim period through contracts AID already has in place with consultants. She stated the Board also has the option of looking at other consultants and provided the Board with a list of consultants.

Matthew Miller, Legislative Attorney, BLR, stated any contract modifications will have to be legislatively reviewed; November 5 before the Review Committee and then at Legislative Council. AID has already taken actions to get the contract modification for First Data including the \$70,000 plus the staffing component. This is already on the November 5 Review Committee agenda. If the Board wanted to amend this contract or select another consultant they would have to submit the request by October 29.

SEARCH COMMITTEE UPDATE/DISCUSSION

Mr. Steve Faris, Vice Chair, Search Committee Chair, stated the committee is still working on the announcement for the full-time director. He suggested the Search committee attend the Grant committee's next meeting on Tuesday, October 29 at 1:15 p.m. at the AID office.

ARHIM WEBSITE – LEGAL DOCUMENT DISCUSSION

Ms. Jessica Middleton-Kurylo, Attorney, Bureau of Legislative Research (BLR) stated the Board at their last meeting was provided an "Interagency Service Level Agreement Statement of Work" and "CMS Website Design Specifications".

Mr. Jim Schratz, Chief Information Officer, BLR, stated he has reviewed these documents and addressed all concerns with the Information Network of Arkansas (INA) prior to distribution to the Board. Ms. Middleton suggested the Board add a general tab on their homepage for emergency rules.

Ms. Tuck made a motion to execute the Interagency Service Level Agreement Statement of Work and CMS Website Design Specifications. The motion was seconded by Mr. Jones, and without objection the motion carried.

COMPETITIVE BID AND PERSONNEL RULES

[HANDOUTS 6 and 7]

Ms. Wise stated in order to carry out the necessary functions such as hiring and acquiring consultant services, the Board will need competitive bid and personnel rules.

Ms. Middleton Kurylo stated concerning procurement, the Board is exempted under Act 1500 from going through the state procurement process. She provided a copy of the Arkansas Lottery Commission's procurement and vendor rules. She stated they are the only state quasi entity she is aware of that does not use the state procurement process. Ms. Middleton-Kurylo will provide the Board electronic copies of Handouts 6 and 7.

NEXT MEETING

The Board is scheduled to attend the Arkansas Health Insurance Marketplace Legislative Oversight meeting on October 30, at 1:00 p.m. Room Mac B, Little Rock, Arkansas. The next Board meeting is scheduled October 30, 2013, at 8:30 a.m. The Board also scheduled Board meetings for November 14 and December 11 at 8:30 a.m. in the U of A System's B. Alan Sugg Board Room.

With no further business, the meeting adjourned at 11:00 a.m.