

**MINUTES**

**ARKANSAS HEALTH INSURANCE MARKETPLACE BOARD OF DIRECTORS  
SEARCH COMMITTEE  
U OF A SYSTEM'S B. ALAN SUGG BOARD ROOM  
2404 NORTH UNIVERSITY AVENUE  
LITTLE ROCK, ARKANSAS  
WEDNESDAY, OCTOBER 2, 2013**

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The Arkansas Health Insurance Marketplace (AHIM) Board of Director's Search Committee met Wednesday, October 2, 2013, 30 minutes upon adjournment of the AHIM Board of Director's meeting in Little Rock, Arkansas.

**Committee members present:** Mr. Steve Faris, Chairman, Mr. Fred Bean, Mr. John Denery, and Mr. John Selig.

Mr. Faris called the meeting to order at 11:00 a.m.

**DISCUSSION OF EXECUTIVE DIRECTOR POSITION [HANDOUT 1]**

Mr. Faris recommends a nationwide search, and the Bureau of Legislative Research (BLR) Staff will advise further on how to advertise. He asked staff to contact the Arkansas Insurance Department to see if it can help the Board fund the cost of advertising for the position. The BLR will receive the applications.

**Mr. Matthew Miller, Assistant Director for Legal Services, and Ms. Jessica Middleton-Kurylo, Attorney, BLR,** were recognized. Mr. Miller noted they are reaching out to several trade publications to obtain their advertising costs. Ms. Middleton-Kurylo stated those include the Association of Health Insurance Professionals and the National Association of Insurance Commissioners. Mr. Miller noted that advertising locally will be approximately \$300-\$400.

Mr. Bean mentioned including the "National Underwriter", stating that this position falls somewhere between an insurance company and an insurance agency, needing somebody that has a grasp of insurance terminology and leaning toward someone in the insurance industry. He also suggested contacting the Association of Health Insurance Plans.

Mr. Selig stated that there needs to be qualifications stated in the job description. Mr. Denery noted that if 16-18 other states have already hired executive directors, it could be helpful to obtain copies of their job descriptions, compensation, etc. Mr. Selig said that when reviewing other states' directors' qualifications and duties to consider those with similar exchanges.

Ms. Middleton-Kurylo will send the committee a copy of the Nevada job announcement. Mr. Faris asked members to let Ms. Middleton-Kurylo know their comments by Monday, October 7, and staff will work to incorporate them into a document prior to the next meeting.

Mr. Denery asked about the timeframe for having an executive director in place. The discussion turned to the possibility of hiring an interim director and a consultant. Mr. Faris said they can hire interim (temporary) staff, noting they cannot promise them anything permanent.

The Search Committee's next meeting will be Wednesday, October 9, 15 minutes upon adjournment of the AHIM Board of Director's meeting.

There being no further business, the meeting adjourned at 11:25 a.m.