

MINUTES

ARKANSAS HEALTH INSURANCE MARKETPLACE BOARD OF DIRECTORS
ROOM MACB, Little Rock, Arkansas
Wednesday, November 6, 2013

The Arkansas Health Insurance Marketplace (AHIM) Board of Directors met Wednesday, November 6, 2013, at 8:30 a.m., in Room MAC B, One Capitol Mall, in Little Rock, Arkansas.

Board members present: Ms. Sherrill Wise, Chairman; Mr. Steve Faris, Vice Chairman; Mr. Fred Bean, Mr. Mike Castalberry, Mr. Greg Hatcher, Mr. Jay Bradford, Mr. John Denery, Mr. Jerry D. Jones, Mr. Chris Parker, Ms. Annabelle Imber Tuck and Mr. John Selig.

Legislators attending: Representatives Mark Biviano, Jeremy Gillam, Butch Wilkins, and Deborah Ferguson.

Ms. Wise called the meeting to order.

CONSIDERATION TO ADOPT OCTOBER 30, 2013, MEETING MINUTES **[EXHIBIT C]**
Mr. Parker made a motion to approve the October 30, 2013, meeting minutes, and with a second by Mr. Jones, the motion carried.

Mr. Bradford noted his appreciation to the Board members volunteering their services. He stated that Ms. Cynthia Crone, who has attended the Board meetings as his designee, has done an excellent job and is a value asset to the Board.

SUMMARY OF LEGISLATIVE OVERSIGHT COMMITTEE MEETING ON OCTOBER 30, 2013

Ms. Sherrill Wise, Chairman, stated she and some AHIM Board of Directors gave a presentation to the Arkansas Health Insurance Marketplace Legislative Oversight Committee October 30, 2013, at 1:00 in Room MAC A in Little Rock, Arkansas. She highlighted the following concerns expressed by the Oversight Committee.

- Interaction with the Arkansas Insurance Department (AID) - a concern or perception AID is running the AHIM Board of Director's process.
- Concern with moving too quickly in getting First Data to fill the interim consultant role.
- Concerns about moving too slowly to hire a permanent executive director.
- Should AHIM utilize the consultants instead of hiring permanent employees?
- There was concern about building a bureaucracy.
- The Arkansas Health Insurance Marketplace Legislative Oversight Committee felt out of the loop and was concerned about on-going communication with AHIM Board of Directors.

Ms. Wise noted she is working on a letter to the Oversight Committee addressing these issues. She stated she also wants them to receive a copy of the grant.

GRANT COMMITTEE UPDATE

Mr. Chris Parker, Secretary/Treasurer, Grant Committee Chair, stated the Grant Committee met Tuesday, November 5, 2013, at 1:15 p.m. in MAC B in Little Rock, Arkansas. Mr. Parker stated the Grant committee discussed adjustments to the grant [Handout 6]. He stated he is comfortable with the current stage of the grant, and the Board has tried to build flexibility by raising the ceiling on grant amounts requested in some categories. He stated it is possible to move monies within a category as long as it can be justified; it is more difficult, but not impossible, to move money between categories.

GRANT DISCUSSION

[HANDOUTS 1, 2, 3, 4, 5, 6, 7, and 8]

Ms. Sandy Harlow and Mr. David Sodergren, First Data gave an overview of the handouts.

- **Level 1E Grant Abstract Summary** **[HANDOUT 1]**
AHIM is required to have a one-page summary stating why the grant is being requested and its use.
- **Arkansas Level One E Establishment Grant - Project Narrative, Part 1, pages 1-31** **[HANDOUT 2]**

Ms. Harlow stated pages 1-31 are high level summaries of what has happened in the state. Pages 32-47 outline the use of money for the grant duration. Ms. Wise stated there is a call scheduled with the Center for Consumer Information and Insurance Oversight (CCIIO) at 3:00 p.m. on Thursday for clarification and questions.

- **Budget Request and Narrative** [HANDOUT 3]
Document identifies what the funds are being used for, and is a justification for the expense. It is a requirement that staff job descriptions and any fringe benefits be listed. The core areas require estimates on how much of the grant will go for each and every single core area. Any detail instructions to be discussed with CCIIO are highlighted in yellow.
- **Arkansas Health Insurance Marketplace Workplan** [HANDOUT 4]
Establishes effective program management plans. AHIM is expected to summarize, at a high level, the activities that will occur within the workplan.
- **Total Project Cost Request Attachment** [HANDOUT 5]
The budget document does not include \$336,000 currently contracted through AID or the 5% of Amanda Spicer's (AID) salary for Level 1E grant administration. These figures are to be added after CCIIO discussion.
- **CCIIO Clarification Questions** [HANDOUT 6]
Addresses questions for CCIIO, list of adjustments, and also identifies budget changes.
- **Level of Effort (LOE)** [HANDOUT 7]
A supporting document which estimates consultants between March – December 2014. The shaded areas for November 2013 through February 2014 indicate how much work could be accomplished, out of the totality of the work, so First Data could figure how much work was remaining in March.
- **Arkansas State Based Exchange Timeline** [HANDOUT 8]
No discussion on this item.

Mr. Sodegren stated there are eight (8) documents to be submitted to CCIIO, and they are required to be submitted as separate documents or sections.

Ms. Wise explained the grant is seeking funds for AHIM to do the analysis and the necessary preparatory work to move toward a State Based Exchange (SBE). She stated it is a high level workplan based on federal requirements necessary to achieve a SBE by January 1, 2016. This does not commit AHIM to actually starting a SBE on January 1, 2016, or moving to a SBE at all. It is a necessary first step to look at what it would take to get there.

Mr. Parker stated there is still some confusion pertaining to the "look-back" period where money is currently being spent. Mr. Sodergren stated there are two factors in this period, the Board member's stipend and the \$336,000. The \$336,000 is not currently in the budget document numbers.

Ms. Wise stated the question is whether the \$336,000 is added to this grant request, and taken away, and then available for reuse under an existing grant.

Mr. Jones made a motion to approve the grant to go forward through its process and submission, subject to these possible amendments. The motion was seconded by Ms. Tuck, and without objection, the motion carried.

Mr. Sodergren stated the adjustments will be made and a copy will be forwarded to Chris Parker to affirm the agreed-to changes.

Mr. Jones made a motion to submit the modified grant draft to the Arkansas Health Insurance Marketplace Legislative Oversight Committee, for review, no later than Friday, November 8. The motion was seconded by Ms. Tuck, and without objection, the motion carried.

Ms. Wise clarified it is for the Oversight Committee's information, and she assumes that if there are questions or concerns the committee will contact the Board.

Ms. Wise noted that since First Data will be managing the final grant submission process through AID, the Board will not need to meet again with regard to submission of the grant.

NEXT MEETING

The Board will meet Thursday, November 14, 2013, at 8:30 a.m. at MAC B in Little Rock, Arkansas.

With no further business, the meeting adjourned at 10:05 a.m.