IDAHO HEALTH INSURANCE EXCHANGE
IT SUBCOMMITTEE
MINUTES
May 2, 2013

Idaho Health Insurance Exchange IT Subcommittee convened at:
Pete T. Cenarrusa Bldg.
450 W. State Street
Boise, Idaho 83702

SUBCOMMITTEE MEMBERS PRESENT

Frank Chan, Chairman
Richard Armstrong
Mark Estess
Zelda Geyer-Sylvia
Fernando Veloz

OTHERS PRESENT

Rick Moran
Drew Hall
Lori Wolff
Russ Barron
Greg Kunz
Kate Haas
John Foster
Shad Priest
Amanda Stange
Peter Sorensen
Colby Cameron
Woody Richards
Randy Tan
Melanie Hanson
Gloria Totoricaguena
Matt Chair
Patricia Shea
Gabriel Hamilton
Brad Frazor
Wes Trexter
Dave Self - Teleconference
Kim Thurston

CALL TO ORDER

Following proper notice in accordance with Idaho Code, Section 67-2343, and pursuant to call by the Chairman, the Subcommittee meeting of the Idaho Health Insurance Exchange was called to order by Frank Chan, Chairman of the Subcommittee, at 10:01 a.m. Thursday, May 2, 2013, at the Pete T. Cenarrusa Bldg., 450 W. State Street, Boise, Idaho.

ROLL CALL

Richard Armstrong called the roll. Roll call showed **four (4)** members present. With **three (3)** voting members present and **one (1)** non-voting member present, Chairman Chan declared a quorum. Fernando Veloz arrived shortly after roll call was complete, changing number of Subcommittee members present to **four (4)** voting members and **one (1)** non-voting member. Absent and excused was Scott Kreiling.

AGENDA AMENDMENTS

A motion to amend the agenda was discussed and clarified an item already on the agenda, thus no amendment was necessary. With no further amendments, the Subcommittee advanced to the next order of business.

ADOPTION OF MINUTES FROM SUBCOMMITTEE MEETING ON MAY 2, 2013

Motion: Mark Estess moved that the minutes of the May 2, 2013, Subcommittee meeting be adopted as prepared.

Second: Zelda Geyer-Sylvia

Roll Call Vote:

Ayes: **Frank Chan, Chairman, Mark Estess, Zelda Geyer-Sylvia, and Fernando Veloz**

Nays: None

Motion Carried

REVIEW FINANCE SUBCOMMITTEE GUIDANCE

Fernando Veloz reported discussions by Finance Subcommittee include looking into hiring an accounting firm to work for the Idaho Health Insurance Exchange.

REVIEW OPERATIONS SUBCOMMITTEE GUIDANCE

Frank Chan, Chairman reported the Operations Subcommittee discussed a procurement policy. Also discussed were templates for RFPs.

REVIEW SHOP SUBCOMMITTEE GUIDANCE

Zelda Geyer-Sylvia reported the SHOP Subcommittee had a long discussion regarding Federal services versus private services. Also discussed by the SHOP Subcommittee was the size of the market.

REVIEW MARKETING AND OUTREACH SUBCOMITTEE GUIDANCE

Mark Estess reported the Marketing and Outreach Subcommittee discussed scope and timeline of core deliverables for the Subcommittee. Also discussed was submitting to the Idaho Health Insurance Exchange Board a request to rename this Subcommittee to Outreach and Education Subcommittee.

Mark Estess stated that he did have a conversation with Executive Amy Dowd. Mark reported that Amy does have specific thoughts about candidates and plans. Amy will continue discussions with Idaho Health Insurance Exchange Board Chairman, Stephen Weeg.

CCIIO RECOMMENDATION

Richard Armstrong reported no response from CCIIO. Richard Armstrong volunteered to draft a letter to CCIIO requesting outline of Federal costs.

DISCUSS EXCHANGE SCOPE AND COMPONENTS

Subject Matter Experts (SME) gave a presentation to the IT Subcommittee titled Understanding the Complexity of Components, Options, and Shared Services. Handouts were also given.

DISCUSS DEVELOPING WORKGROUP

Discussed workgroup developing the requirements of what would be contained in an RFP. Frank Chan, Chairman will inquire and put together a list of workgroup members.

ADJOURNMENT

The next meeting of the Idaho Health Insurance Exchange IT Subcommittee is scheduled to be held May 7, 2013. There being no further business to come before the Subcommittee, Chairman Chan adjourned the meeting at **12:10 p.m.**

Respectfully signed and submitted by:

Frank Chan, Chairman

Kim Thurston, Administrative Assistant