

FACILITATION PLAN FOR COHBE BOARD MEETING – JULY 11, 2011

Board Meeting – Business Agenda

1. Welcome and Brief Introduction of each Member
a. Name – Occupation –Appointing Authority
**Ted Willey Bill Heck
All
10:30AM – 10:45AM**
2. Summarize the Colorado Health Benefit Exchange – COHBE
**Joan Henneberry
10:45AM – 10:55AM**
3. Ten Minute Time Period for Public Comments
10:55AM – 11:05AM
4. Discussion of the intent and purposes of the BOD as drafted by BODDG
**Ted Willey Bill Heck
11:05AM – 11:25AM**
 - a. The intent of the Board of Directors of COHBE is to increase access, affordability, and choice for individuals and small employers purchasing health insurance in Colorado.
 - b. The following are the purposes for which the Board of Directors of the organization has been organized:
 - i. Determine and establish the development, governance and operation of COHBE
 - ii. Foster a competitive marketplace for insurance that shall not solicit bids or engage in the active purchasing of insurance
 - iii. Facilitate the access to and enrollment in health plans in the individual market in Colorado (the American Health Benefit Exchange AHBE) and include a small business health options program to assist small employers in Colorado in facilitating the enrollment of their employees in health plans offered in the small employer market (Small Business Health Options Program SHOP).
5. Discussion of what a successful BOD will look like in 8/2012
**Ted Willey Bill Heck
11:25AM – 11:55AM**
 - a. Obtained annual operating revenue of \$10m to \$20m
 - b. Determined Board leadership, Board Committee assignments, Board commitments and alignment of success criteria
 - i. Developed and applied Board processes and procedures
 - c. Identified and selected the Executive Director of the COHBE
 - d. Developed and confirmed working relationships with the Committee and Technical and Advisory Groups
 - e. Developed and confirmed a Work Plan for 2012 including legislation needed, funding source confirmation and mechanics of the Colorado Exchange as defined by the Colorado legislature and executive offices
 - f. Board members have engaged in a successful strategic thinking and planning process
 - g. The Board has coalesced around sound management and governance policies and procedures to be a solid board
 - h. Board members have agreed upon and employ acceptable norms for communications within and outside the Board

- i. Board members are fully engaged in an agreed-upon set of duties and responsibilities that make each an ambassador for Health Exchange benefits for citizens of Colorado
- 6. A review of the contents of the Board Book with recommendations from Board members for revising the content and organization of the Book
 - Ted Willey Bill Heck**
11:55AM – 12:40PM
 - a. A discussion on the formation and use of Committees
- 7. Overview of the purpose, origination and summary of progress of existing Technical and Advisory Groups:
 - Joan Henneberry**
12:40PM – 12:55PM
 - a. COHBE Small Employer Work Group
 - b. COHBE Eligibility, Verification & Enrollment Work Group
 - c. COHBE Data Advisory Work Group
 - d. COHBE Marketing, Education & Outreach Work Group
- 8. Discussion of the Agenda for the 7/25/11 BOD Meeting
 - Ted Willey**
12:55PM – 1:00 PM
 - a. Monday, July 25, 2011 – 10:30AM – 1:00PM
 - i. Identify and select a Chair of the Board
 - ii. Discuss and confirm structure and formation of Committees
 - iii. Discuss draft of BOD Policies
 - iv. Discuss outline of assignments for BOD members

Board Member Connections and Networking – Network Agenda

- 1. More complete definition of the Exchange
 - Joan Henneberry**
1:00PM – 1:10PM
- 2. Networking - Board members
 - All**
1:10PM – 1:30 PM

**Colorado Health Benefit Exchange
Board of Directors**

Meeting Agenda – Monday, July 11, 2011 – 10:30AM – 1:30PM

303 East 17th Avenue, Suite 930, Denver, CO 80203

<u>Topic</u>	<u>Time</u>	<u>Facilitator</u>
Welcome and Brief Introduction	10:30AM	Ted Willey/Bill Heck
Summary of the Exchange	10:45AM	Joan Hennebery
Ten Minutes for Public Comments	10:55AM	Ted Willey/Bill Heck
Discussion of Intent and Purpose	11:05AM	Ted Willey/Bill Heck
Discussion of Success Profile	11:25AM	Ted Willey/Bill Heck
A Review of the Board Book	11:55AM	Ted Willey/Bill Heck
Overview of Work Groups	12:40PM	Joan Henneberry
Discussion of 7/25/11 Agenda	12:55PM	Ted Willey
 Board Member Connections and Networking		
More Complete Definition of Exchange	12:55PM	Joan Henneberry
Networking – Board Members	1:10PM	All