

**Colorado Health Benefit Exchange
Board Meeting Minutes**

Mile High Room
COPIC
7351 E. Lowry Blvd.
Denver, CO 80230

**November 28th, 2011
8:30 am—10:50 am**

Board members present: Mike Fallon, Beth Soberg, Richard Betts, Nathan Wilkes, Gretchen Hammer, Steve Erkenbrack, Jim Riesberg, Robert Ruiz-Moss, *By phone* Eric Grossman, Sue Birch and Arnold Salazar

Staff present: Shawn Raintree, Jessica Dunbar, Martin Flahive, Gary Schneider, Myung Kim

Approximately 30 people attended in person and additional people joined by phone.

I. Business Agenda

The board meeting minutes from 11/14/11 were unanimously approved with seven voting members present.

II. Board Development and Operations

1. Report from Chair

The COHBE website was launched following the November 14th board meeting. Gretchen Hammer and Myung Oak Kim continue outreach efforts through speaking engagements. Robert Ruiz-Moss agreed to chair the finance committee and their first task will be to establish a bank account for COHBE. The finance committee will have its first meeting following the board meeting on Dec. 12th. The Implementation and Technology committee met last week with a review of some strategic IT decisions presented by Gary Schneider. The Personnel committee will meet Nov. 29th to focus on developing personnel policies and procedures. The Legislative Implementation Review Committee has two upcoming meetings scheduled from 9am-12pm on Dec. 7th and Dec. 15th.

2. Board Officer Elections

Public Comment: Cindy Sovine-Miller, political consultant, recommended the board consider allowing non-voting members to serve as board officers in the future.

Vote: The board unanimously approved a motion to approve Gretchen Hammer as chair with nine voting members present.

Richard Betts and Nathan Wilkes shared why they would like to serve in the position of vice chair.

Vote: Richard Betts was selected to serve as vice chair with a majority of seven out of nine votes.

Vote: Arnold Salazar was unanimously approved to serve as secretary with nine voting members present.

3. Governance Committee Update

The next meeting of the Governance committee is scheduled for December 1. The focus of the meeting will be to further refine the Conflicts of Interest policy.

The board discussed whether or not it was a conflict for members to listen in on the upcoming vendor demonstrations. Gary Schneider and his team have arranged for a number of vendors to give presentations to inform the development of the IT Request for Information (RFI). The majority of the board felt it would not pose a conflict because no decisions were being made and members would otherwise miss out on a unique learning opportunity. Gary Schneider will ask the vendors to separate out their pricing models during the public presentations and information about the demonstrations will be available on the COHBE website for the public.

III. **Exchange Development and Operations**

1. Implementation and Technology Committee

Beth Soberg shared the committee met for the first time on Nov. 21st and discussed upcoming strategic IT decisions in response to a presentation given by Gary Schneider. The committee will have a regular meeting on Wednesday mornings from 9-10 am.

2. Update on IT Strategic Decisions

Gary Schneider led the board in a discussion about upcoming IT strategic decisions with the following [presentation](#). Chuck Fish and Larry Redd are assisting Gary on IT development and planning.

A question was asked about where other states are at in their IT decision making and procurement process. Gary responded that Michigan has released a RFP, but Colorado can still be a leading state if it can get a RFP out by the end of January 2012.

Gary will give a presentation at the Dec. 12th meeting about the costs and benefits related to taking an asset acquisition vs. software as a service (SAAS) approach.

Public comment: Jennifer Politi shared some concerns about the recent IT strategic planning process and asked the board allow for more end user input and be more transparent. She encouraged staff to communicate more clearly with the public.

3. Review COHBE Strategic Framework

Gretchen Hammer and Shawn Raintree presented the [Strategic Framework document](#) that summarizes key aspects of the business model. This document, to be revised from time to time, will guide the strategic planning of the board. Robert Ruiz-Moss recommended building out a timeline for this framework in the future.

4. Report from Personnel Committee

Richard Betts reviewed the process used by the Executive Director Search Committee to identify a leading candidate. Patty Fontneau was chosen based on her passion for the mission, education and certifications, experience with start up operations and managing large businesses and broad skill set to apply to the job.

Vote: The board unanimously approved Patty Fontneau as the leading candidate with seven voting members present.

Patty Fontneau will also need to be approved by the Legislative Implementation Review Committee on December 7th.

Adjourn: The board meeting was adjourned at 10:50 am.