

## Consumer and Small Employer Advisory Committee Meeting Minutes

- > **date:** Tuesday, November 5, 2013
- > **building:** East Side Family Clinic of West Side Community Health Services  
895 E. 7th St., St. Paul, MN 55106 (Check Google site for details re. bus and parking)
- > **time:** 1:00 to 5:00 pm
- > **Members in attendance:** Anna Odegaard, Hussein Sheikh, Jama Mohamod, James McClean, Jin Johnson, Joan Carchedi, Julia Johnson, Luis Ortega, Michael Jones, Patrick Lochwood, Richard Oni, Tom Lopez, Tiffany Breitreutz
- > **Members unable to attend:** Claudette Moran, Jen Daulman Johnson, Tamara Ward, Val Jensen

> **MNsure Board Mission Statement:** The purpose of the organization is to ensure that every Minnesota resident and small business, regardless of health status, can easily find, choose, and purchase a health insurance product that they value and does not consume a disproportionate share of their income.

> **Advisory Committee Guiding Principles:**

- Authentic Advice to the MNsure Board
- Transparency
- All Voices Heard Equally
- A Written Record is Needed

### topics

**Welcome**

*Kathryn Duevel, Board Liaison*

The meeting was called to order at 1:15 p.m. by Kathryn Duevel, board member and board liaison to the Consumer and Small Employer Advisory Committee.

Jason Fournier, CEO of West Side Community Health Services, welcomed everyone to the clinic.

**Group discussion**

*Advisory committee members and Kathryn Duevel  
Katie White, UMN facilitator*

**Rules of order**

The [draft committee meeting ground rules](#) and [draft online rules](#) were reviewed and agreed upon.

**Making a record of the meeting**

A review of this meeting's minutes will be added to the next meeting's agenda. The group will discuss if the level of detail is sufficient.

**Social media point person**

Julia Johnson and Joan Carchedi volunteered to help with social media. They will connect with each other.

**Expense Reimbursement and Per Diem**

Those who want to apply for the per diem and be reimbursed for expenses can see Heather Fox for the forms.

**Communication and privacy**

*Kathryn Duevel, Board Liaison*

Committee work will be kept to the Google site and the committee meetings. Committee members may receive alerts in email directing them to the Google site.

The Open Meeting Law is implicated if there are enough members present to make a decision. Serial meetings can also implicate the open meeting law.

If small groups want to have discussions, they should let Kathryn know. Instruction/information will be obtained from MNsure General Counsel.

**Mechanism of communication to Board of Directors**

*Kathryn Duevel and Advisory Committee members*

Another survey will be issued via the Google site, followed by a discussion at the next meeting about whether or not that method is working.

The type of information provided to the Board, and in what manner, will be revisited after the active purchaser recommendation is made. The discussion will be revised with the understanding that the type of information and manner in which it is provided may change depending on the question and the personality of this committee as it develops.

**Presentation: Active purchaser**

*Advisory Committee members*

Kathryn Duevel provided an [overview](#), noting we currently have an open marketplace.

Anna Odegaard shared a [presentation](#). As a disclaimer, she mentioned that her employer, SEIU, was actively involved in trying to make active selector part of the legislation.

Questions asked by committee members included:

- Are the navigators and assisters trained on the concept of non-embedded vs. embedded?
- Should the SBCs be written in plain language?

**Group discussion: Active purchaser**

*Advisory Committee members*

**Active Purchaser**

The group shared their perspectives about the active purchaser option one by one.

Clarification: if active purchaser is recommended, the committee needs to include the criteria they wish to apply in their recommendation.

How does the Market Rules bill impact the work we are doing? Kathryn will look into this and post information on the Google site.

The committee requested a link to the Health Industry Advisory Committee's Google site.

The committee agreed to start the discussion about active purchaser using the eight categories listed in April Todd-Malmlov's [Active Purchaser presentation](#) from the 10/29 meeting.

**Plan for final discussion of Active Purchaser on Nov 19**

The eight categories will be posted to the Google site for committee members to respond to.

**Reflection on group dynamics**

*Advisory Committee members*

*Katie White, UMN facilitator*

The committee agreed that permission to post on the Google site will be restricted to committee members, and if members wish to upload documents to the site they will send them to Kathryn (or the chair, once appointed) to post on their behalf.

**Closing remarks**

*Kathryn Duevel, Board Liaison*

The board will appoint the Consumer and Small Employer Advisory Committee Chair and Vice Chair. Members can speak with Kathryn if they wish to volunteer or make a suggestion.

After active purchaser, the board will be seeking feedback on the enrollment process.

The meeting adjourned at 4:25 p.m.