

Memorandum

To: California Health Benefit Exchange Board
From: Peter V. Lee, Executive Director
Date: April 23, 2012
Subject: Exchange Planning
Planning Review and “Stakeholder Engagement Options” for Discussion

The next few months will be busy and the Board will have an array of decisions that need to be made, in particular with regard to the nature and terms of the:

- Level II Federal Establishment Grant
- Qualified Health Plan and Small Employer Health Options Program
- Assistors and Navigators Programs; and
- Outreach/Marketing Scope

We will need to be nimble and make effective use of the Board’s time; as well as continue our practice of assuring substantial public engagement. What follows is an outline of the processes we propose and issues around which we want board feedback in preparing Options and Recommendations.

Decision and Input Processes

1. Overall Process:
 - a. For contracting matters, provide for overview and get direction from the Board in closed session.
 - b. Generally, seek to pre-frame issues with principles or guidelines that would be used for to direct the staff in both developing options and framing recommendations among competing options.
 - See “Guidelines for Selection and Oversight of Qualified Health Plans” as example.
 - c. For “major issues” develop option paper, with background, pros/cons
 - See “Stakeholder Engagement Options” as an example and discussion below.
 - d. For “general issues” include staff recommendation in summary of multiple issues being addresses

2. Option and Recommendation Development Develop

- a. Share options and recommendations in draft form with stakeholders and board
- b. Allow for input and discussion of options
- c. Where possible have board members participate in hearing input from stakeholders both at board meetings and in other forums (see proposed calendar below)
- d. Where possible and subject to Bagley-Keene Open Meeting requirements, have board members participate with staff in consideration of options developing final recommendations before going to full board

Potential Calendar of Input/Engagement Meetings to Supplement Health Benefit Exchange Board Meetings	
Potential Date (week of)	Stakeholder Input Forum Subject
June 4 th	Recommendations for Navigators, Assisters and Brokers
June 4 th	Recommendations for Outreach and Marketing
June 4 th	Recommendations for Service Center
June 11 th	Recommendations for SHOP
July 9 th	Options for Qualified Health Plan – Plan Selection Criteria