

Medicaid and Exchange Advisory Board

Background & Operations: Recommendations

Overview

In compliance with Act 48, and as required by the Affordable Care Act, the State will merge the existing Exchange Advisory Board (EAB) with the Medicaid Advisory Board (MAB) by July 1, 2012. As each group has its own membership, rules and meeting logistics, we have drafted detailed recommendations for the merger to address the needs of stakeholders, the Department of Vermont Health Access (DVHA) and the State. Upon the first meeting of the merged Medicaid and Exchange advisory committee, the members of said committee will review the following recommendations and vote on their adoption.

Purpose

The advisory committee is created for the purpose of advising the commissioner of DVHA with respect to policy development and program administration for the Vermont Health Benefit Exchange, Medicaid and Medicaid-funded programs, consistent with the requirements of federal law. The advisory committee is not a governing board but will share recommendations with the commissioner as determined by a majority of the committee.

Name

As the EAB and MAB are merging, the new advisory committee is in need of a name representative of the joint membership and responsibilities. DVHA proposes 'Medicaid and Exchange Advisory Board.'

Meetings

The advisory committee shall convene at least 10 times during each calendar year. Meetings will be held in Williston, Vermont on Mondays from 11:00am - 3:00pm for the remainder of the 2012 calendar year. Lunch will be served.

If at least one-third of the members of the advisory committee so choose, the members may convene up to four additional meetings per calendar year on their own initiative by sending a request to the commissioner.

All advisory committee meetings will be public and all meeting materials will be available online.

Membership

The advisory committee is required to have at least 22 members representing a variety of communities, as follows:

- Commissioner of health (1)
- Insurer (1)
- Individuals, beneficiaries of Medicaid and/or Medicaid-funded programs (7)
- Self-employed individuals and representatives of small businesses eligible for the Exchange, broker, large employer (7)
- Consumer advocacy organizations (7)
- Health care professionals and representatives from a broad range of health care professionals (7)

Each member will be a representative of an organization or the perspective of community. Members should aim to represent the interests of their community and be a two-way conduit of relevant information. Members should also be responsible to the health system in Vermont as a whole.

It is recognized that in some cases, such as the representation by beneficiaries of Medicaid and individual consumers, a member's ability to represent a larger community will be limited but all members will make efforts to draw on a variety of perspectives in their respective communities.

Each member seat will be filled by an individual (not an organization). The individual can and should represent their organization and/or the communities they represent; however, the individual's membership to the advisory committee is not inter-changeable with others from their same organization or community.

The individual appointed to serve on the advisory committee will be responsible for attending meetings. Should the individual not be able to attend a meeting, a temporary replacement may attend in his or her stead. Should the individual fail to attend three consecutive meetings, the commissioner may appoint a replacement. That replacement is not required to represent the same organization but must represent the same community. In the event a member vacates a position mid-term, this same process is used, with the commissioner appointing a replacement to complete the remainder of the departing member's term.

Members will serve staggered, three-year terms. At the onset, the timeframe of a member's term will be determined by the commissioner and fall into one of three groups as detailed below:

- Group A – members will serve a three year term starting July 1, 2012 and ending June 30, 2015
- Group B – members will serve a two year term starting July 1, 2012 and ending June 30, 2014
- Group C – members will serve a one year term starting July 1, 2012 and will serve a subsequent three year term starting July 2, 2013 and ending June 30, 2016

At the completion of his or her term, a member can be re-appointed to serve a consecutive term. For terms starting July 1, 2014 and beyond, the commissioner will appoint the membership following a review of interested parties.

Leadership

The advisory committee will be managed by co-chairs appointed by the commissioner and drawn from the existing advisory committee membership. At the onset, the commissioner will appoint one co-chair from the former MAB and the other from the former EAB. Co-chairs are subject to the same terms as committee members. Should a chair not continue their membership at the completion of their term, the commissioner will appoint a replacement co-chair. DVHA will support the co-chairs and the advisory committee with meeting logistics (e.g. location, refreshments and agendas).

Voting

The advisory board will make policy recommendations on proposals of the DVHA back to the department, and to other governmental bodies as necessary and appropriate. Recommendations will be issued as a result of a voting process as determined by the advisory committee co-chairs.

A majority of the members present shall constitute a quorum, and all action shall be taken upon a majority vote of the members present and voting. Every vote will be recorded as a yea, nay or abstention in the meeting notes. Abstentions must note their reason for abstaining.

Organization

To accommodate the variety and number of issues facing the advisory committee, we recommend creating a select number of working groups. The working groups would not be voting bodies but, they will be responsible for bringing the results of their discussions to the full advisory committee.

We recommend that each working group have at least four advisory committee members. For the purposes of the working groups, advisory committee members may be represented by another individual at their organization with the appropriate expertise in the subject area of that working group.

The advisory committee co-chairs may select one committee member to lead each working group and be responsible for ensuring that working group discussions are presented to the advisory committee. Advisory committee members will be asked to volunteer for working groups; however, the advisory committee co-chairs will oversee the distribution of working group membership to ensure equity across groups. Non-advisory committee members can participate in working group meetings and discussions.

Possible examples of working groups – both ad hoc and standing - include:

- Medicaid
- Outreach and Education (including Exchange Website Development)
- Exchange Plan Design
- Small Business
- Technical Operations/Business Integration
- Medicaid Payment Reform
- Navigator Program
- Items related to State Fiscal Year

Per Diem Reimbursement

Members whose participation is not supported through their employment or association shall receive per diem compensation pursuant to 32 V.S.A. § 1010 and reimbursement of travel expenses. In addition, members who are eligible for Medicaid or who are enrolled in a qualified health benefit plan in the Vermont Health Benefit Exchange and whose income does not exceed 300 percent of the Federal Poverty Level shall also receive reimbursement of expenses, including costs of child care, personal assistance services and any other service necessary for participation in the advisory committee and approved by the commissioner.