

MINUTES OF MEETING
STATE OF WISCONSIN
PRIVATE EMPLOYER HEALTH CARE COVERAGE BOARD
WEDNESDAY, AUGUST 23, 2000

WIPRO BUILDING
2909 LANDMARK PLACE
MADISON, WI

BOARD PRESENT:

Eric Stanchfield, Chair
Joseph Leean, Vice-Chair
James Krogstad, Secretary
DeWayne Bierman
Kenneth Conger
Gina Erickson
James Janes
Gary Meier
Christopher Queram

BOARD NOT PRESENT:

Tim Size
John Turcott

PARTICIPATING STAFF:

Dave Mills, Deputy Secretary
Tom Korpady, Administrator, Division of Insurance Services
Rob Weber, Chief Legal Counsel
Phil Borden, Program Director, PEHCCP
A.B. Orlik, Program Manager, PEHCCP
Gina Fischer, Board Coordinator

OTHERS PRESENT:

Wayne Corey, Wisconsin Independent Businesses
Diana Ambrosius, Jack Schroeder and Associates
Diane Olsen, Jack Schroeder and Associates
Pam Henning, Director, Legislation and Planning
Bill Smith, National Federation of Independent Businesses
Pete Christianson, Quarles and Brady, LLP
Russ Pederson, Dept. of Health and Family Services
Peter Van Lare, Professional Business Development
Ken Matheson, Ken Matheson Agency
Sabrina Gentile, Wisconsin Farm Bureau
Joe Strohl, Blue Cross and Blue Shield United of Wisconsin
Melissa White, Senator Rod Moen's office
Beth Ritchie, Division of Insurance Services

Mr. Stanchfield called the meeting to order at 1:03 p.m.

Opening Comments

Mr. Stanchfield gave a brief overview of the Department of Employee Trust Funds

and expressed the Department's commitment to do everything possible to make the Private Employer Health Care Coverage Program successful. He also informed the Board that the meetings would be taped for the purpose of developing meeting minutes.

Introductions

Department of Employee Trust Funds staff and the Board members were introduced. It was noted that there are currently two vacant seats on the Board to which Governor needs to make appointments.

Board Responsibilities

Mr. Borden discussed the responsibilities of the Board as outlined in 1999 Wisconsin Act 9.

Mr. Queram inquired as to whether the Board was required to submit an annual report to the Legislature and Governor by December 31st of this year. Mr. Korpady and Mr. Stanchfield felt that, even though the program would not be operational by the end of the year, the submission of a report may be a good opportunity for the Board to suggest any changes to the statutes they feel are necessary and to address any budgetary needs of the program.

Mr. Weber discussed general board operations and submitted a draft of rules on organization and procedures for the Private Employer Health Care Coverage Board.

Mr. Weber also talked about the Code of Ethics for Public Officials, Public Meetings Law, and Public Records Law. He informed the Board that Secretary Stanchfield had appointed Mr. Korpady to be Records Custodian for the Board.

MOTION: Mr. Queram moved to adopt the "Rules of Organization & Procedures for the Private Employer Health Care Coverage Board" to supplement the requirements of Wis. Stat. § 15.07 concerning board operations. Mr. Meier seconded the motion, which passed without objection on a voice vote.

Board Organization / Election of Officers

Mr. Weber noted that the Board is required to elect officers at this meeting and at its first meeting each calendar year hereafter. The Board may also elect officers to fill vacancies at any time.

Mr. Stanchfield suggested that the Board consider electing officers for the first few meetings until the members had a chance to get to know each other, at which point another election could be held. The Board agreed, and after some discussion, the following slate of officers was assembled: Chair: Eric Stanchfield; Vice-Chair: Joe Leean; Secretary: James Krogstad.

MOTION: Mr. Janes moved to elect the slate of officers. Mr. Conger seconded the motion, which passed without objection on a voice vote.

The Board took a break from 2:25–2:40 p.m.

ADMINISTRATOR SELECTION PROCESS

Mr. Borden presented the results of the Request for Information (RFI) and additional research pertinent to development of a full Request for Proposals (RFP).

Mr. Borden presented a set of core capabilities and additional program needs that the staff recommend as the basis for a "modular" RFP.

(Mr. Leraan left at 3:40 p.m.)

MOTION: Mr. Queram moved to accept the core capabilities and additional program needs and to authorize the Department to release a Request for Proposals (RFP) for administrative services of the Private Employer Health Care Purchasing Alliance (PEHCPA) using the criteria discussed. Ms. Erickson seconded the motion, which passed without objection on a voice vote.

MOTION: Mr. Krogstad moved to adjourn. Mr. Bierman seconded the motion, which passed without objection on a voice vote.

The Private Employer Health Care Coverage Board adjourned at 3:50 p.m.

Date Approved _____

Signed: _____

James Krogstad
Secretary