

1  
2  
3  
4  
5  
6  
7  
8

**Meeting Notes**  
**Executive Committee Meeting**  
**June 11, 2020, 2:30-3:30 p.m. (PST)**

- 9  
10  
11  
12  
13  
14  
15  
16  
17  
18
- I. Attendance.** This meeting was conducted solely by webinar. Participating in all or part of the meeting were the following individuals:

9	<u>Directors:</u>	19	<u>Helms &amp; Company, Inc.</u>
10	Chad Murphy, Chair, Premera	20	Patrick Miller, MPH, WVA Administrative
11	Patricia Auerbach, MD, UnitedHealthcare	21	Director
12	Beth Harvey, MD, South Sound Pediatrics	22	Lisa White, JD, WVA Customer and
13	Ed Marcuse, MD, Emeritus Professor of	23	Financial Support Specialist
14	Pediatrics, University of Washington	24	
15		25	<u>Others:</u>
16	<u>WVA:</u>	26	Anne Redman, Esq., Perkins Coie
17	Julia G. Zell, MA., Esq., Executive		
18	Director		

27  
28

**II. Summary of Actions Taken**

- 29  
30
1. To approve the minutes of the June 27, 2019 Board Meeting as presented.

31

**III. Introductions & Purpose of Meeting**

32  
33  
34

Ms. Zell called the meeting to order at 2:30pm. She took attendance and announced that the meeting would be recorded for the benefit of the minute taker, to be deleted later.

35

**IV. Calendar Consent Items.**

36  
37

Upon motion duly made and seconded, it was unanimously

38  
39  
40

**VOTED:** To approve the minutes of the March 05, 2020 Executive Committee meeting as presented.

41

**V. Finance Update.**

42  
43  
44  
45  
46  
47  
48  
49  
50

Mr. Miller provided a financial overview, stating that collections for March, April and May were less than the same periods in CY2019, presumably due to COVID-19. Funding to the Department of Health (DOH) remain at similar levels as the prior year. Ms. Zell stated that she has been in regular contact with the DOH regarding vaccine purchases and utilization trends. Mr. Miller stated that he and Ms. Zell have worked with Morgan Stanley to ensure adequate liquid funds remain available while collections continue to be lower than expected. One million dollars was transferred mid-May to meet the month's vaccine purchase by the DOH. Morgan Stanley has ensured fund liquidity to meet future obligations.

51  
52  
53  
54  
55  
56  
57  
58

Mr. Miller reviewed the proposed FY2020-21 administrative budget and accompanying memorandum. The new budget format provides a monthly and annual budget and budget totals for the next two years that are tied to the new cash flow model reviewed at the previous board meeting. Ms. Zell noted that administrative budget was reviewed in detail with the Finance Committee at their last meeting. The Finance Committee voted to advance the budget to the Board of Directors at their June 2020 meeting. Mr. Miller then reviewed highlights from the budget memorandum document. Ms. Zell asked for any comments or questions. There were none.

59 Ms. Zell reviewed some of the budget items in more detail. First, the WVA is seeking a part-time position  
60 in Washington to serve as an education resource to providers and payers. She also noted that the budget  
61 includes funds to retain Margaret Lane, who served as a prior WVA Deputy Director, as a consultant.  
62 Ms. Lane has relationships in the industry to help the WVA secure needed resources. Attorney Redman  
63 asked if Ms. Lane will be retained by Helms and Company or if the WVA will retain her. Ms. Zell stated  
64 that the structure has not been determined. Ms. Redman then asked if the WVA has heard back from  
65 payers who received notice regarding MRM's erroneous billing under the prior Administrator. Mr. Miller  
66 confirmed that several payers have responded to the notice and have been provided their specific  
67 information. There is a tracking sheet recording these communications. Mr. Miller provided an overview  
68 and background of the MRM notice and communications to the payers and stated the documentation  
69 regarding the notices and responses will be on-going as the payers may or may not respond back to the  
70 organization. Ms. Zell stated that the MRM project is part of a greater issue that the WVA has pertaining  
71 to how liabilities will be determined and tracked for audit purposes. Ms. Zell stated that she would like  
72 Attorney Redman's legal opinion on this matter, and that it would be discussed further during the  
73 subsequent Executive Session. There was no further discussion. Mr. Murphy stated that the budget looked  
74 good from his perspective.  
75

#### 76 VI. Implementation Update.

77 Ms. Zell stated that the implementation is nearing completion and that she and Mr. Miller will send a  
78 monthly update to the full Board in months that there is no Board meeting scheduled. The April/May  
79 2020 report was part of the meeting packet. The report is comprised of both key indicators and narrative.  
80 Mr. Miller reviewed the April/May 2020 report. He focused on the automation progress of both the  
81 electronic funds receipts from payers and the electronic remittance receipts. We are now seeing more data  
82 received electronically than by paper through the lockbox. Mr. Miller noted that the payer database now  
83 has approximately 350 unique payers and is comprised of data from July 1, 2019 to present. The database  
84 is helping us with our targeted, payer communications efforts including such things as the vaccine  
85 assessment grid, the statutory letter, and the new Private Insurance Assessment Billing Provider and  
86 Payer Guide. Mr. Miller referred the Committee members to the Communications Plan document in their  
87 packet. It describes the efforts to notify stakeholders of the 2020/21 vaccine assessment grid and the  
88 Private Insurance Assessment Billing Provider and Payer Guide. Mr. Miller stated that the monthly  
89 refund request amounts have been highly variable, and largely due to larger payers reprocessing  
90 assessments in large batches, some a year old. Finally, Mr. Miller stated that he and Ms. Zell have  
91 continued to work with Health Care Authority on HB 2728, which authorized the establishment of the  
92 Partnership Access Line (PAL). The Authority will be looking for information from the WVA payer  
93 database later this summer to create a per capita assessment to fund the PAL program. Ms. Zell stated that  
94 the Authority will be working with the Office of the Insurance Commissioner to begin to notify payers of  
95 the expected assessment.  
96

97 Ms. Zell asked if there were questions or comments. Mr. Murphy expressed that the level of detail the  
98 Committee members are seeing is significantly different and better than with past methods and he  
99 applauded Ms. Zell and Mr. Miller for the transparency and their approach to sharing data.  
100

101 Mr. Miller continued by explaining grid adherence issues. He noted that the WVA is seeing higher denial  
102 rates than expected and that many payers are not remitting assessments in accordance with the grid  
103 assessment pricing. He stated that as more remittances are received electronically, Helms will be able to  
104 catch errors earlier and communicate those problems to payers. Starting July 1, Ms. Zell and Helms will  
105 be working with payers to these issues with the payers.  
106

#### 107 VII. Executive Director Updates.

108 Ms. Zell brought the Committee's attention to the effort to obtain a Board member to fill the open health  
109 plan seat. She will continue to work with health plans to fill the vacancy. Next, she provided brief

110 updates regarding the DOH response to the COVID-19 pandemic. A question was raised as to whether  
111 the WVA should anticipate additional funding requests from the Department related to COVID-19. Ms.  
112 Zell responded that there are no known requests from the Department at this time. Lastly, Ms. Zell stated  
113 that she will bring to the June Board meeting a resolution thanking Dr. John Sobeck for his time serving  
114 the organization.

115  
116 The public meeting was adjourned at 3:18 pm PST and the Committee transitioned to Executive Session.  
117

118 **VIII. Executive Session.** Confidential

DRAFT