

**NH Vaccine Association – Board Meeting  
July 29, 2010  
Harvard Pilgrim Health Care, Bedford, NH  
Presiding Officer: Susan Tenney, Chair**

**I. Attendance.** Participating in all or part of the meeting in person (P) or by telephone (T) were the following individuals:

Directors

Tu Nguyen via personal representative Jeff Plante (P)  
Scott Beaudette (P)  
Susan Tenney (P)  
Dr. David Fredenburg (P)  
Dr. Jose T. Montero (P)  
Leslie Ludtke (P)  
Dr. John Modlin (T)

DHHS

Marcella J. Bobinsky (P)

CML

Fred L. Potter (P)  
Claire M. Roberge (P)

**II. Summary of Actions Taken and/or Recommended**

**A. Actions Taken (votes adopted)**

1. To approve the minutes of the NHVA Board meeting of 9/17/2009 and Audit Committee meeting of 9/17/2009 as presented.
2. To approve the 2010/11 Operating Budget as recommended by the audit / finance committee.
3. To select the following Board members as Directors representing licensed carriers for this fiscal year:  
Tu Nguyen (Anthem), Scott Beaudette (CIGNA), and Susan Tenney (Harvard Pilgrim).
4. To reaffirm the current slate of Officers and Finance/Audit Committee designations.

**B. Follow up**

1. Check on state participation and MA BC/BS settlement.
2. Secure authorization for MA BC/BS settlement when final terms are available.
3. Reconvene to confirm 2011/12 assessments when #1 & #2 are completed and DHHS has a better sense about final vaccine recommendations.

**III. Minutes**

At 9:40 a.m., immediately following adjournment of the audit committee meeting, a quorum having been established, Chairperson Susan Tenney called the meeting to order.

Upon motion duly made and seconded, it was unanimously

VOTED: To approve the September 17, 2009 Board minutes and September 17, 2009 Audit Committee minutes as presented.

The 2010/11 Operating Budget as recommended by the Audit Committee over the summer was presented. A brief discussion ensued.

Upon motion duly made and seconded, it was unanimously

VOTED: To approve the 2010/11 Operating Budget as submitted.

Dr. Montero gave a full briefing regarding the anticipated assessments and expectations concerning lower federal funding. He indicated that there remained some uncertainty about the federal recommendations for boys and the impact that would have in NH.

The board was advised that the carry forward funds from the state were not expected to continue at the recent levels. There was discussion about whether or not to roll in the full amount in reducing this year's assessment knowing that next year's assessment was likely to rise. The consensus view was to go ahead and take the full amount into consideration in this year's assessment determination.

Ms. Ludtke expressed concern that the MA BC/BS settlement had not yet been fully documented. Mr. Potter indicated that since the NH Health Plan (NHHP) is the organization which controls assessment reporting presently, that organization and its retained outside counsel were taking the lead in documenting the settlement Ms. Ludtke and her colleagues had negotiated. He noted, additionally, that NHVA does not have outside counsel and that the willingness of NHHP to cover those costs would be a benefit to NHVA. He apologized to Ms. Ludtke for not keeping her informed directly, as he mistakenly had understood that she was fully in the loop on the work of NHHP's outside counsel.

The board members indicated that they would have preferred to be advised earlier about this pending matter and also felt that it would be good, in light of the anticipated rise in assessments in the near future, to get both the MA BC/BS number of covered lives and the state number confirmed prior to finalizing the 2010/11 NHVA assessment rate.

The board continued detailed review of the pending assessment calculations. Under board direction, the assessment calculation worksheet was updated for those tentative covered lives count and the sense of the board was developed that, should the covered lives number hold, the final assessment rate would be in the range of \$22.00.

It was noted that the same three companies remain the largest carriers in the state and are willing to continue to populate the board as licensed carrier representatives. Mr. Potter advised the board that Larry Hart, who has served as the Anthem representative faithfully over the years, has advised NHVA that Tu Nguyen would replace him since Mr. Hart's work now primarily is in the State of Maine. Jeff Plante, who was attending today as the personal representative for Mr. Hart and Mr. Nguyen, confirmed that and also indicated, in response to Ms. Tenney's inquiry, that he believed Mr. Nguyen would be willing to serve on NHVA's audit/finance committee.

Upon motion duly made and seconded, it was unanimously

VOTED: To select the following Board members as Directors representing licensed carriers for this fiscal year.

Tu Nguyen	(Anthem Blue Cross and Blue Shield)
Scott Beaudette	(CIGNA Health Care)
Susan Tenney	(Harvard Pilgrim Health Care of New England)

Upon motion duly made and seconded, it was unanimously

VOTED: To reaffirm the current slate of Officers and Finance/Audit Committee designations.

The board then went into executive session with all representatives of CML Administrators, LLC, excluded.

Upon motion duly made and seconded, it was unanimously

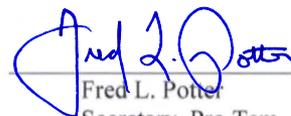
VOTED: To adjourn.

There being no further business, the meeting adjourned at approximately 11:05 a.m.

Following the executive session, Mr. Potter was advised that the Board overall remains quite pleased with the work of CML in managing the operations of NHVA. The Board appreciates the fact that administration generally has become routine, requiring minimal board intervention apart from its key role in setting the annual assessment. However, should circumstances such as the MA BC/BS settlement proposal arise in the future, the Board would prefer to receive interim updates rather than await the next board meeting.

A true record.

Attest,

  
Fred L. Potter  
Secretary, Pro Tem