

NH Vaccine Association

Meeting via WebEx

October 18, 2011

Presiding Officer: Susan Tenney, Chair

(with subsequent amendment via unanimous consent effective October 28, 2011)

- I. Attendance.** Participating in all or part of the WebEx meeting were the following individuals (Please note, by directors' action by unanimous consent, the assessment vote taken was subsequently amended):

Directors

Scott Beaudette
Susan Tenney
Dr. Jose T. Montero (via
Marcella Bobinsky his
personal representative)
Jeff Plant

DHHS

Marcella J. Bobinsky

CML

Fred L. Potter
Claire M. Roberge
Emily McKenna

II. Votes Taken.

- A. To set the annual assessment for 2011/12 at \$22.00 per covered life.
- B. Note: by subsequent Directors' action by unanimous consent that vote was amended to set the rate at \$22.23.

III. Recommended Actions.

- A. Requested Fred Potter to add discussion of potential legislative changes to the remaining portions of the annual meeting of the board, when scheduled.

IV. Minutes.

Shortly after the scheduled start time of 3:00 p.m., Sue Tenney called the meeting to order for the purpose of discussing the assessment calculation worksheet and setting NHVA's fiscal year 2011/12 annual assessment rate. Arrangements had been made for all board members to interact with a shared spreadsheet presented for purposes of updating and reviewing calculations since the last meeting.

Sue commended Fred and Claire and Marcella for their work to reconciliation of the numbers. Marcell walked through all numbers in the spreadsheet which had been supplied by the State in complete detail. Claire noted how the history had been fully displayed in this transitional worksheet. (In future years, some of this prior detail may be dropped.) Sue noted that the numbers now reconcile fully from year to year. Marcella walked the board through each of the State's numbers. Claire Roberge then explained how those numbers affected the assessment calculation.

Fred reported that he had been in touch with the Local Government Center representatives and was able to gain no assurance that they would participate voluntarily. Jeff Plant noted that the rough difference with them out was about \$2 in the assessment rate increase for everyone else. Susan Tenney asked that this topic be added to the agenda for the next in-person meeting.

Board members reviewed each of the other factors in detail. A consensus emerged around leaving the assessment unchanged at \$22 despite the apparent ability to drop the amount somewhat. It was the sense of the board that it did not want to count on State roll forward amounts at the levels of recent experience and was anticipating upward rate pressure in future years.

Upon motion duly made and seconded, it was unanimously

VOTED:

To set the 2011/2012 program year assessment rate at \$22.00 per covered life.

Chairperson Sue Tenney then asked if there were any other topics to be brought to this meeting. There were none.

Upon motion duly made and seconded, it was unanimously

VOTED: To adjourn.

There being no further business, the meeting adjourned at approximately 3:47 p.m.

A true record.

Attest,



Note: Upon preparation of the assessment for notification to payers, CML Administrators, llc discovered a formula error in the spreadsheet that had been used in the WebEx conference. Notice of the error was immediately given to the Chairperson, Sue Tenney. After conferring with all of the payer representatives who had participated in the meeting, it was determined to circulate the following amendment for action by unanimous consent. If it were not adopted unanimously, the intent was to call a follow up board meeting for action. Claire M. Roberge kept the tally of the board responses and reported as of October 28, 2011, all directors had approved the amendment in writing and that, therefore, the following vote was adopted effective as of that date by unanimous consent:

VOTED: To amend the previously vote so that the assessment rate per covered life for the 2011/2012 operating year is set at \$22.23 per covered life.

Confirmation of receipt of unanimous written consents for the above vote:

Effective October 28, 2011



Claire M. Roberge