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**MINUTES**  
**Audit Committee Meeting**  
**September 9, 2021**  
**9:00 a.m.**  
**Via Zoom Webinar**  
**Presiding Officer: David Sky, Chair, Audit Committee**

A meeting of the Audit Committee of the Board of Directors of the New Hampshire Vaccine Association (NHVA) with a quorum present was held via Zoom Webinar.

Mr. Sky, Chair, called the meeting to order at 9:02 a.m.

**1. Welcome and Introductions**

**Attendance** – The following individuals attended the meeting:

<b>Committee Members:</b>	<b>Other Attendee &amp; Administrative Staff:</b>
David Sky, NHID, Chair	Anne Marie Mercuri, NH DHHS
Susan Tenney, HPHC, Vice Chair	Patrick Miller, Helms & Company
Beth Daly, NH DHHS	Erin Meagher, Helms & Company
Jason Margus, Anthem	Ashley Ithal, Helms & Company
	Leslie Walker, Mason + Rich, P.A.
<b>Members of the Public</b>	
Cheryl Angelis	Joanne Hack
Erica Arndt	Sherry Harper
Prescott Atkinson	JR Hoell
Annie Aylesworth	Kathleen Iselin
Paul Babb	Kristen Jackson
Julia Beame	Paula Johnson
Debra Budd	Michele Joyce
Claudine Burnham	BaoChau Kelley
Thomas Burton	Leilani LaFleur
Adam Buyck	JoAnn Lambert
Blake Callais	Laura Lavoie
Catherine Callais	Therese Lawrence
John Caron	Anne Leonhard
Joanne Carrier	David Lheureux
Tammy Cates	Mary McGregor
Ufuk Cav	Carolyn McKinney
Kevin Clifford	Fern McLeod
Laura Condon	Joyce McNeel
Gloria Cromer	Nicole Mead
Suzanne Dube	Bryce Mickler
Patrick El-Azem	Gary Miliefsky
Mary Ferranti	Linda Molinaro
Nicole Gallant	L Moore
Rep. Linda Gould	Nicole Nordlund

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**Members of the Public (continued)**

Leslie Nuchow	Amy Spillane
Kristy O'Donnell	Melissa Szymansky
Brenda Ostroth	Helene Traill
Courtney Peacock	Larisa Trexler
Carol Petruszewicz	Eric Vau
Emily Phillips	Jennifer Wallace
George Preston	Daniel Werman
Goran Romanovic	Robert White
Alison Sanchez	Rosemarie Wissenbach

*Additional members of the public attended the meeting virtually but did not self-identify.*

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19 Mr. Miller announced that he was recording the meeting for the purpose of drafting minutes. Ms. Condon, Ms.  
20 Lawrence, Mr. LaFleur, Ms. Kelley, and Mr. Hoell indicated that they were recording the meeting.

21

22 Mr. Sky opened the meeting reciting NHVA's statement regarding public commentary during meetings. He  
23 welcomed the members of the public that joined the meeting and explained it is this Committee's policy to observe  
24 time later in the meeting for public commentary.

25

26 Mr. Sky asked that Mr. Miller to take roll call for attendance purposes.

27

<u>Committee Member</u>	<u>Present</u>	<u>Absent</u>
Beth Daly	X	
Jason Margus	X	
David Sky	X	
Susan Tenney	X	

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34 **2. Review and Acceptance of August 25, 2021 Meeting Minutes**

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36 Mr. Sky asked the Committee if anyone had any questions or changes to the August 25, 2021, meeting minutes. No  
37 questions or changes were identified.

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39 **VOTE RECORDED:** *On a motion by Ms. Tenney, seconded by Ms. Daly, by roll call vote, it was unanimously*  
40 **VOTED:** *To accept the August 25, 2021, Audit Committee meeting minutes as presented.*

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<u>Committee Member</u>	<u>Yes</u>	<u>No</u>
Beth Daly	X	
Jason Margus	X	
David Sky	X	
Susan Tenney	X	

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48 **3. CY2022 Assessment Rate Discussion and Board Recommendation**

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50 Mr. Sky invited Mr. Miller to review the changes to the rate setting model since the August 25, 2021 meeting. Mr.  
51 Miller proceeded to review the changes to slides 4, 5, 8, 12, 20, and 21. Slide 4 showed that the potential assessment  
52 reserve for COVID vaccine in FY23 and FY24 was removed from the assumptions. Slides 5, 8, and 12 had changes  
53 regarding the process timeline, Q4 FY2021 covered lives, and Medicaid enrollment numbers.

54

55 Mr. Miller referred to slide 20 and reviewed the *CY2022 Model Rate Assumptions* slide. Several changes have been  
 56 made as a result of the August Audit Committee meeting. Line four outlines the funds being set aside in reserve:  
 57 10% reserve of the non-Federal program cost and the existing \$5M assessment reserve fund to use for rate  
 58 stabilization as needed. A COVID vaccine reserve proposed for FY2023-2024 was removed. In item nine the CDC  
 59 credit amount was reduced from \$2.8M to \$2.5M.

60  
 61 Moving to slide 21, *SFY2022-2024 Rate Model* Mr. Miller explained how the proposed rate of \$6.85 was reached  
 62 based upon feedback from the prior Audit Committee meeting. The total covered lives within the model now show  
 63 less of a reduction than in the prior version. The projection for SFY2022 is 485,000; SFY2023 is 480,000; and SFY2024  
 64 at 475,000 total covered lives. It assumes that the economy is anticipated to continue to rebound and NHVA will  
 65 not see as drastic reduction in covered lives due to COVID. It is also anticipated that we will receive additional  
 66 information about Medicaid and the Federal changes that are expected at the end of the year. For this upcoming  
 67 year, the TRICARE cap rate has been left the same as last year since they will not be known until October. We  
 68 anticipate the TRICARE settlement will be completed this upcoming fiscal year and will no longer have this extra  
 69 revenue in future years. A rate of \$6.85 PMPM is proposed for calendar year 2022. In the prior model, it showed a  
 70 rate over three years in the \$7.20-\$8.00 range, but with changes in the above assumptions, this rate was reduced to  
 71 the proposed amount. One goal of the model is for line seven to be as close to zero as possible.

72  
 73 At the conclusion of the presentation, Mr. Miller asked the Audit Committee to consider the proposed rate of \$6.85  
 74 for recommendation to the full Board of Directors at their meeting on September 22, 2021.

75  
 76 Mr. Sky thanked Mr. Miller for his presentation. He asked if any of the Committee members had additional questions  
 77 for Mr. Miller. Hearing none, Mr. Sky asked for a motion.

78  
 79 **VOTE RECORDED:** *On a motion by Ms. Tenney, seconded by Ms. Daly, by roll call, it was unanimously*  
 80 **VOTED:** *The Audit Committee recommend to the full Board of Directors to accept the proposed*  
 81 *assessment rate for calendar year 2022 of \$6.85 PMPM.*

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<u>Committee Member</u>	<u>Yes</u>	<u>No</u>
Beth Daly	X	
Jason Margus	X	
David Sky	X	
Susan Tenney	X	

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89 **4. Other Business**

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 91 Mr. Sky asked the Committee members if anyone had any other business to discuss. There was none.

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 93 **5. Public Comment**

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 95 Mr. Sky thanked the members of the public that joined the meeting and asked if anyone wished to provide a  
 96 statement. The majority of those providing public comment believed that the NHVA Audit Committee meeting was  
 97 a continuation of a DHHS hearing on the vaccine registry held the day before. Mr. Sky explained that the two  
 98 meetings were not related, and today's meeting was not a public hearing. Several members of the public provided  
 99 statements encompassing the following topics relevant to the business of the NHVA:

- 100
- Concern that DHHS continues to request funding from NHVA to support the State's vaccination registry, in spite of Attorney Mark McCue's written opinion of September 5, 2018 rejecting this request for DHHS programs and employees.
  - NHVA's public access policy.
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105 Mr. Sky again thanked the members of the public who have taken the time to attend today and to provide comments.

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**6. Adjournment**

Having no other Audit Committee business, Mr. Sky asked for a motion to adjourn.

**VOTE RECORDED:** *On a motion by Ms. Daly, seconded by Ms. Tenney, by roll call, it was unanimously  
VOTED: To adjourn the Audit Committee meeting at 9:31 a.m.*

<u>Committee Member</u>	<u>Yes</u>	<u>No</u>
<i>Beth Daly</i>	X	
<i>Jason Margus</i>	X	
<i>David Sky</i>	X	
<i>Susan Tenney</i>	X	

Respectfully submitted by  
Patrick Miller, Helms & Company, Inc.  
September 14, 2021

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