



# Health Information and Analysis Oversight Council Administration & Finance Committee

Executive Office for Administration and Finance  
State House Room 373, Boston, MA  
November 16, 2015 3:00 PM

## **MEETING MINUTES**

The meeting began at 3:10 p.m.

Present were Secretary Lepore, Undersecretary Alice Moore (designee of Secretary Sudders), Executive Director David Seltz, Fay Donohue, and Executive Director Áron Boros.

Also present were Lauren Peters (Executive Office for Administration and Finance), Erika Wilkinson (Blue Cross Blue Shield of Massachusetts), and Barbara Bousquet and Jen Gorke (CHIA).

Committee members reviewed the meeting minutes from the October 26, 2015 Administration & Finance Committee meeting. A motion to approve the Committee's prior meeting's minutes was made by Executive Director Seltz and seconded by Alice Moore. The Committee approved the minutes with no further discussion.

The Committee began by discussing CHIA's FY16 budget. Executive Director Boros walked the Committee through a summary of CHIA's personnel and staffing. Executive Director Boros then walked the Committee through CHIA's FY16 budget, organized by project and strategic area.

Secretary Lepore asked Executive Director Boros to note which projects were mandated by statute, and asked for more information on the usage of our reports. Undersecretary Moore suggested that CHIA utilize the MassHealth stakeholder community as a potential forum for soliciting feedback on CHIA's reports.

Secretary Lepore noted that CHIA's data collection and reporting efforts will be included as part of the Baker Administration's larger effort around regulatory reform to minimize the burden on industry.

Ms. Donohue suggested that CHIA share a list of reports. Secretary Lepore agreed that a list of reports would be useful. It was agreed that Executive Director Boros would share with the Council a list of reports including report name, purpose, audience, cost, and similar reports.

The Committee discussed that the Council should be engaged in the broader conversation around CHIA reports and priorities. Ms. Donohue noted that the group should also seek clarity on the Administration & Finance Committee's role moving forward including its membership.

Executive Director Boros shared CHIA's FY17 budget request and walked the Committee through the major differences between FY16 and FY17. Secretary Lepore recommended level-funding CHIA and suggested that CHIA could find efficiencies within the existing budget. Executive Director Seltz noted that we should account for the Betsy Lehman Center budget increase approved by the BLC board so CHIA is not absorbing that for FY17.

Executive Director Boros walked through prior year reversions.

Executive Director Seltz made a motion to approve CHIA's FY17 budget request. Ms. Donohue seconded the motion. The Committee approved the motion with no further discussion.

The Committee reviewed a proposed operating plan for Council and Committee budget review. Committee members requested that the public hearing be held earlier in February. Executive Director Boros agreed to amend the proposed calendar based on committee input and to present the revised operating plan at the December Oversight Council meeting.

A motion to adjourn was made by Undersecretary Moore and seconded by Executive Director Seltz.

The meeting adjourned at 4:15 p.m.