



Health Information and Analysis Oversight Council Administration & Finance Committee

Executive Office for Administration and Finance
State House Room 373, Boston, MA
September 11, 2017 11:00 AM

MEETING MINUTES

Present were Lauren Peters (designee of Secretary Kristen Lepore), Undersecretary Alice Moore (designee of Secretary Marylou Sudders), Coleen Elstermeyer (designee of Executive Director David Seltz), and CHIA Executive Director Ray Campbell.

Noting the presence of a quorum, Ms. Peters called the meeting to order at 11:04 a.m.

Ms. Peters requested a motion to approve the Committee's meeting minutes from June 19, 2017. The Committee unanimously voted to approve the minutes.

Mr. Campbell led the Committee through a discussion of CHIA's fiscal year 2018 budget plan. He made specific mention of the fact that CHIA had ended the prior fiscal year in balance with a small surplus. This surplus, he added, was included in a prior appropriation continued (PAC) included in the FY17 supplemental budget currently before the Legislature. Along with an offset in rent associated with a new cotenant, this PAC was instrumental in facilitating CHIA's FY18 \$10 million transfer to the Community Hospital Reinvestment Trust.

Ms. Peters inquired about an increase in payroll. Mr. Campbell explained that this represented a step increase and a new hire at the Betsy Lehman Center, whose budget is included in CHIA's calculations. Ms. Elstermeyer asked whether CHIA had made any salary adjustments outside of step increases associated with the collective bargaining agreement. Mr. Campbell stated that CHIA had taken steps to bring the agency in line with other executive agencies, which had approved a 1.5% increase earlier in the year.

Ms. Elstermeyer asked for an update on the status of bringing in a cotenant to offset CHIA's office-related expenses. The lease had been executed and construction was complete, Mr. Campbell stated. He added that the Office of Consumer Affairs and Business Regulation was expected to move in by September 15.

Ms. Peters raised the status of CHIA's capital funding request. Mr. Campbell explained that the request had been approved and funds were expected shortly. He further explained that the funds would not be needed until closer to the end of the calendar year, so things were still on target.

Ms. Peters asked Mr. Campbell to speak to any concerning issues the Committee should be aware of. A brief discussion followed. Mr. Campbell mentioned that the APCD retained revenue account was the one

area of the budget that required the most active management. He pointed to the APCD and CHIA's transparency agenda as examples of high priority programmatic efforts.

There being no other business to discuss, the meeting adjourned at 11:25 a.m.