



**HIP Board 2008 Roster**

<b>Name/Title</b>	<b>Address</b>	<b>Term Expires</b>
Steve Hill	Health Care Authority Olympia WA	Chair
Cindy Watts	University of Washington Seattle WA	7/15/09
Don Brennan	Bellevue WA	7/15/10
Susan Sharpe	Whatcom Alliance for Healthcare Access Bellingham WA	7/15/11
Jeffrey Gingold	Lane Powell PC Seattle WA	7/15/10
Theodore Blotsky	Associated Industries Spokane WA	7/15/09
Norm Inaba	Inaba Produce Farms, Inc. Wapato WA	7/15/11
<i>Melissa Burke-Cain Assistant Attorney General</i>	<i>Attorney General's Office Olympia WA</i>	<i>Counsel</i>

**HIP BOARD BY-LAWS**  
**Adopted November 8, 2007**  
**ARTICLE I**  
**The Board and its Members**

1. Board Function—The Health Insurance Partnership Board (hereinafter “the HIP Board” or “Board”) is created pursuant to RCW 70.47A within the Health Care Authority; the Board’s function is to design and approve a state-wide program to expand health care options for low-coverage populations.
  
2. Staff—Health Care Authority staff shall serve as staff to the Board.
  
3. Appointment—The Members of the Board shall be appointed by the Governor in accordance with RCW 70.47A. Initial Board members shall serve staggered terms not to exceed four years. Board members appointed thereafter shall serve two-year terms. A Board Member whose term has expired but whose successor has not been appointed by the Governor may continue to serve until replaced.
  
4. Board Compensation—Members of the Board shall be compensated in accordance with RCW 43.03.250 and shall be reimbursed for their travel expenses while on official business in accordance with RCW 43.03.050 and 43.03.060.

**ARTICLE II**  
**Board Officers and Duties**

1. Chair of the Board—The Health Care Authority Administrator shall serve as Chair of the Board and shall preside at all meetings of the Board and shall have all powers and duties conferred by law and the Board’s By-laws. If the Chair cannot attend a regular or special meeting, he or she shall designate a Chair Pro-Tem to preside during such meeting.
  
2. Other Officers—(reserved)

**ARTICLE III**  
**Board Committees**

1. Technical Advisory Committees—The Board may establish technical advisory committees or seek the advice of technical experts when necessary to execute its powers and duties.
  
2. Other Committees—(reserved)

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**ARTICLE IV**  
**Board Meetings**

1. Application of Open Public Meetings Act—Meetings of the Board shall be at the call of the Chair and shall be held at such time, place, and manner to efficiently carry out the Board's duties. All Board meetings, except executive sessions as permitted by law, shall be conducted in accordance with the Open Public Meetings Act, Chapter 42.30 RCW.
2. Regular and Special Board Meetings—The Chair shall propose an annual schedule of regular Board meetings for adoption by the Board. The schedule of regular Board meetings, and any changes to the schedule, shall be filed with the State Code Reviser's Office in accordance with RCW 42.30.075. The Chair may cancel a regular Board meeting at his or her discretion, including the lack of sufficient agenda items. The Chair may call a special meeting of the Board at any time and proper notice must be given of a special meeting as provided by the Open Public Meetings Act, RCW 42.30.
3. No Conditions for Attendance—A member of the public is not required to register his or her name or provide other information as a condition of attendance at a Board meeting.
4. Public Access—Board meetings shall be held in a location that provides reasonable access to the public including the use of accessible facilities.
5. Meeting Minutes and Agendas—The agenda for an upcoming meeting shall be made available to the Board and the interested members of the public prior to the meeting date or as otherwise required by the Open Public Meetings Act. Agendas may be sent by electronic mail and shall also be posted on the HCA website. Minutes summarizing the significant action of the Board shall be taken by a member of the HCA staff during the Board meeting, and an audio recording (or other generally-accepted) electronic recording shall also be made. The audio tapes shall be retained for six (6) months. Summary minutes shall be provided to the Board for review and adoption at the next board meeting.
6. Attendance—Board members shall inform the Chair with as much notice as possible if unable to attend a scheduled Board meeting. Board staff preparing the minutes shall record the attendance of Board Members at the meeting for the minutes.

**ARTICLE V**  
**Meeting Procedures**

1. Quorum—Five voting Members of the Board shall constitute a quorum for the transaction of business. No final action may be taken in the absence of a quorum. The Chair may declare a meeting adjourned in the absence of a quorum necessary to transact business.

2. Order of Business—The order of business shall be determined by the agenda.
3. Teleconference Permitted— A Board Member may attend a meeting in person or, by special arrangement and advance notice to the Chair, a Board Member may attend a meeting by telephone conference call or video conference when in-person attendance is impracticable.
4. Public Testimony—The Board actively seeks input from the public at large, from participants served by the programs it administers, and from other interested parties. Time is reserved for public testimony at each regular meeting, generally at the end of the agenda. At the direction of the Chair, public testimony at board meetings may also occur in conjunction with a public hearing or during the Board’s consideration of a specific agenda item. The Chair has authority to limit the time for public testimony, including the time allotted to each speaker, depending on the time available and the number of persons wishing to speak.
5. Motions and Resolutions—All actions of the Board shall be expressed by motion or resolution. No motion or resolution shall have effect unless passed by the affirmative votes of a majority of the Board Members present and eligible to vote, or in the case of a proposed amendment to the By-laws, a 2/3 majority of the Board .
6. Representing the Board’s Position on an Issue—No Member of the Board may endorse or oppose an issue purporting to represent the Board or the opinion of the Board on the issue unless the majority of the Board approve of such position.
7. Manner of Voting—On motions, resolutions, or other matters a voice vote may be used. At the discretion of the Chair, or upon request of a Board Member, a roll call vote may be conducted. Proxy votes are not permitted.
8. Parliamentary Procedure—All rules of order not provided for in these By-laws shall be determined in accordance with the most current edition of Robert’s Rules of Order [RONR]. Board staff shall provide a copy of *Robert’s Rules* at all Board meetings.
9. Civility—While engaged in Board duties, Board Members conduct shall demonstrate civility, respect and courtesy toward each other, HCA staff, and the public and shall be guided by fundamental tenets of integrity and fairness.
10. State Ethics Law—Board Members are subject to the requirements of the Ethics in Public Service Act, Chapter 42.52 RCW.



**ARTICLE VI**

***Amendments to the By-Laws and Rules of Construction***

1. Two-thirds majority required to amend—The HIP Board By-laws may be amended upon a two-thirds (2/3) majority vote of the Board.
  
2. Liberal construction—All rules and procedures in these By-laws shall be liberally construed so that the public's health, safety and welfare shall be secured in accordance with the intents and purposes of applicable State laws and regulations.

HIP Board Vision, Goals, and Principles  
October 2007

**HIP Board Vision Statement:** Adding value in and increasing access to health insurance for low-income employees of small businesses.

**HIP Board Goals:**

- Develop a program that covers low-income, uninsured employees of small employers.
- Create a sustainable safety net for the target population to improve coverage.

**HIP Board Guiding Principles:**

- **Do no harm.** Consider all of the potential consequences, both intended and unintended, from all policy decisions related to the program.
- **Keep it simple.** Build a program that is easy to understand and access.
- **Stay consistent with the Blue Ribbon Commission recommendations.** The program is one component of a larger whole. Include the BRC innovations to advance coverage.
- **Get the most “bang for the buck.”** Build on the existing infrastructure, using innovation when necessary. .
- **Build in sustainability.** Create a program that will retain participation and value over time.
- **Focus on what’s achievable.** The Board’s efforts need to lead to covering as many eligible people as possible within the parameters of the legislation. By focusing on what the legislation requires us to do, we can positively contribute to the foundation for larger change.
- **Focus on access, but include cost and quality.** As the program develops, the value proposition must remain an incentive for small employers, their employees, and carriers.
- **Increase education.** People with health insurance are healthier. Access to care benefits individuals and is less costly in the long run. Change the way people--especially younger people--think about health insurance.
- **Emphasize incentives to self-care.** Change or encourage positive health behaviors.
- **Don’t let the Perfect be the enemy of the Good.** Be mindful of the positive changes we can affect and recognize this is but one step in incremental change.

# **Governor Gregoire Announces Appointments to the Health Insurance Partnership Board**

**For Immediate Release: August 16, 2007**

*Citizens appointed from Bainbridge Island, Bellevue, Bellingham, Spokane, Woodinville and Yakima*

OLYMPIA - Governor Chris Gregoire today announced appointments to the newly formed Health Insurance Partnership Board.

The Board will work with the Washington Health Care Authority to implement the state's new Health Insurance Partnership, which will work to increase access to affordable health insurance. The board of directors will develop and approve policies to enroll subscribers, design health plans in the pool and set premium and contribution levels.

## **Health Insurance Partnership Board**

Theodore Blotsky of Spokane has been appointed to a term effective July 16, 2007, ending July 15, 2009. Blotsky is the senior vice president of employee benefit services at Associated Industries. He serves on the board of Cancer Patient Care and the Northwest Association of Administrators.

Donald Brennan of Bellevue has been appointed to a term effective July 16, 2007, ending July 15, 2010. Brennan is the retired chief executive officer of Group Health Cooperative and was the CEO of Sisters of Providence Health System. He served on the Washington Health Services Commission and is on the board of Swedish Health Services.

Jeffrey Gingold of Bainbridge Island has been appointed to a term effective July 16, 2007, ending July 15, 2010. Gingold is an attorney at the law firm of Lane Powell and has served as counsel to insurance carriers and associations. He served on former Governor Lowry's healthcare stakeholders' advisory committee and on the Washington Health Services Commission. Gingold is on the board of the Foundation for Health Care Quality, the Washington State Bar Association health care committee and is a volunteer with Washington Attorneys Assisting Community Organizations.

Norman Inaba of Yakima has been appointed to a term effective August 1, 2007, ending July 15, 2011. Inaba is the owner of Inaba Produce Farms. He was a member of the Yakima Valley Community College Agricultural Advisory Committee and the PDA Council Farm Committee. Inaba is on the board of the Mount Adams Health Foundation.

Susan Sharpe of Bellingham has been appointed to a term effective July 16, 2007, ending July 15, 2011. Sharpe is a non-profit and community development consultant. She was

the assistant hospital administrator for St. Joseph Hospital in Bellingham and the clinical and community health planner for Mt. Vernon Hospital in Alexandria, Virginia. Sharpe is the chair of the Whatcom Community Foundation board and the vice president of the Campaign for Arts.

Carolyn Watts of Woodinville has been appointed to a term effective July 16, 2007, ending July 15, 2009. Watts is a professor of health policy at the department of health services at the University Of Washington. She was a member of the certificate of need task force and the Department of Health tertiary services advisory group.