

POLICY ON ADVISORY COMMITTEES

ARTICLE 1

Advisory Committees Generally

Section 1.1 Purpose

The Board of Directors of Mnsurance (the "Board") will establish, define the responsibilities of, consult regularly with, and receive recommendations from advisory committees to assist the Board and Mnsurance in carrying out its purposes. Advisory committee members serve in an advisory capacity to the Board, and do not have a vote on Board matters.

Section 1.2 Statutorily-Required Advisory Committees

The Board is required to create advisory committees representing insurance producers, health care providers, the health care industry, consumers and other stakeholders (the "Required Stakeholders") pursuant to Minn. Stat. § 62V.04, subd. 13(a). Initially, the Board will establish two advisory committees, the Health Industry Advisory Committee and the Consumer and Small Employer Advisory Committee, to meet this obligation. The Board may dissolve, reconstitute and/or reorganize these advisory committees at any time, provided that it give 30 days' notice to the public if planning to reorganize a committee, and provided that it always maintains advisory committees that include the Required Stakeholders.

Section 1.3 Optional Advisory Committees

The Board may establish additional advisory committees under this Section to gather and provide information to the Board to facilitate the operation of Mnsurance as either ad hoc committees with a specified expiration date, or as standing committees that may be dissolved by the Board at its discretion.

Section 1.4 Appointment

The Board (or a subcommittee thereof) will appoint members of advisory committees following the application process described in this Section:

- A. The Board will appoint a Board member to serve as liaison to each committee, and will also appoint a committee chair, who need not be a Board member.



- B. Any advisory committee vacancies will be published on the MNsure website for 30 days prior to being filled. Each posting will include a list of qualifications for the vacant position.
- C. The Board will observe the nomination provisions of Minn. Stat. § 15.0597, subd. 5.
- D. The Board (or its designee) and the Executive Director will review all applications received for a particular vacancy.
- E. The Board (or its designee) will consider the Executive Director's input when making its final appointment.
- F. The Board (or its designee) will ensure that each committee has members representing diverse geographic areas, socioeconomic groups and ethnic groups.

Section 1.5 Number

Each advisory committee will consist of a minimum of 3, and a maximum of 17, members. The Board will determine the size of a specific advisory committee after consideration of stakeholder groups to be included on that advisory committee.

Section 1.6 Compensation

Members of this committee may be compensated and provided with expense reimbursement as provided in Minn. Stat. § 15.059, subd. 3.

Section 1.7 Resignation and Removal

Any advisory committee member may resign at any time by giving written notice to the chairperson of the committee. An advisory committee member may be removed by a majority vote of the Board.

Section 1.8 Regular Meetings

Advisory committees will meet at least quarterly, unless a different meeting frequency is listed in an advisory committee's charter, at a predetermined place and time to discuss issues related to MNsure and to make recommendations to the Board. The requirements of the Minnesota Open Meeting Law, Minn. Stat. ch. 13D, apply to meetings of advisory committees as they would apply to a meeting of the Board.

Section 1.9 Special Meetings

The Board may call a special meeting of an advisory committee at any time that it would like input from a particular advisory committee. The chairperson of the committee must



give no less than one (1) day notice of any special meeting to committee members by personal delivery, facsimile or electronic transmission.

Section 1.10 Support

Staff of MNSure, as designated by its Executive Director, will provide secretarial and logistical support services to the advisory committees and will oversee and coordinate the overall management of advisory committees.

Section 1.11 Communication to the Board

Advisory committees must provide written summaries of their discussions and advice to the Board. All communication with the Board must be directed through the chairperson of the advisory committee. When invited by the Chair of the Board, the chairperson of the committee (or another member of the committee at the invitation of the Chair) may present information to the Board at Board meetings.

Section 1.12 Advisory Committee Charters

Each advisory committee will have a written charter that includes:

- a) Scope of Activities
- b) Description of Duties
- c) Composition of Committee
- d) Term Length and Term Limits for committee members

BOARD CHAIR APPROVAL

Date 7/18/13 Signature Brian Beaulieu



CONSUMER AND SMALL EMPLOYER ADVISORY COMMITTEE CHARTER

Authority. The official designation of this advisory committee is the Consumer and Small Employer Advisory Committee (the "Committee"). This article constitutes the charter for the Committee pursuant to the provisions of Minnesota Statute § 62V.04, subdivision 13(a). The Committee is established by the MNSure Board of Directors (the "Board").

Scope of Activities. The Committee will provide appropriate and relevant advice and counsel on MNSure's duties and operations and other related issues for the benefit of the Board.

Description of Duties. When the Board or staff of MNSure request consumer or small-employer guidance on a question or issue, the Committee is charged with providing opinions, analyzing issues and utilizing their own experiences to facilitate discussion and present to the Board diverse consumer and small-employer perspectives related to MNSure. The Committee will be responsible for gathering broad consumer input from social media sources and considering that input in formulating its advice. When directed by the Board, the Committee may be asked to provide recommendations on specific issues identified by the Board. The Committee may have such other duties and responsibilities as the Board assigns to it. At any time, the Committee may provide input to the Board on key policy and relevant operations decisions, both prospectively and retrospectively. When the Committee provides input that is not in response to a specific request from the Board, it should be as specific as possible, and should provide direction that is intended to ensure that MNSure is successful.

Composition. The Committee will consist of consumers, including consumers enrolled in public programs, self-employed individuals, representatives of small businesses (under 50 employees), a member with the skills necessary to gather broad consumer input from social media sources, and other experts in consumer and health care market issues.

Term Length and Limits. Committee members will be appointed to serve two-year terms with possible reappointment to a second term. Members may serve a maximum of two consecutive terms, for a maximum of four years of consecutive service.

BOARD CHAIR APPROVAL

Date 7/10/13 Signature Bruce K. Beaulieu



HEALTH INDUSTRY ADVISORY COMMITTEE CHARTER

Authority. The official designation of this advisory committee is the Health Industry Advisory Committee (the "Committee"). This article constitutes the charter for the Committee pursuant to the provisions of Minnesota Statute § 62V.04, subdivision 13(a). The Committee is established by the MNSure Board of Directors (the "Board").

Scope of Activities. The Committee will provide appropriate and relevant advice and counsel on MNSure's duties and operations and other related issues for the benefit of the Board.

Description of Duties. The Committee will have the following duties:

- a) The Board and staff of MNSure may seek advice from the Committee that contributes to its strategic decision-making. When the Board requests health-industry guidance on a question or issue, the Committee should analyze issues utilizing its members' experiences and technical expertise to facilitate discussion. It should then provide the Board with analysis and advice that reflects health-industry perspectives related to the question at hand.
- b) When directed by the Board, the Committee may be asked to provide recommendations on specific issues identified by the Board.
- c) At any time, the Committee may provide input to the Board on key policy and relevant operations decisions, both prospectively and retrospectively. When the Committee provides input that is not in response to a specific request from the Board, it should be as specific as possible, and should provide direction that is intended to ensure that MNSure is successful.
- d) The Committee may have such other duties and responsibilities as the Board assigns to it.

Composition. The Committee will consist of representatives of insurance producers, health plans, health care providers, and other experts in the healthcare industry.

Term Length and Limits. Committee members will be appointed to serve two-year terms with possible reappointment to a second term. Members may serve a maximum of two consecutive terms, for a maximum of four years of consecutive service.

BOARD CHAIR APPROVAL

Date 7/18/13

Signature

Bruce Beaulieu