



Navigator Stakeholder Group Charter

Scope of Activities. The Navigator Stakeholder Group will provide appropriate and relevant advice and counsel on MNsure's operations of the Navigator program.

Description of Duties. When MNsure program staff request guidance on a question or issue, the stakeholder group is charged with providing opinions and leveraging their expertise to provide input on program operations. While the stakeholder group does not provide input that is not in response to a specific request from staff through monthly stakeholder group meetings, members will have the opportunity to suggest agenda items.

Composition. The stakeholder group will consist of 12 to 14 certified navigators representing navigator organizations. MNsure will use the following criteria when inviting members: expertise, representation of large or specialized constituencies, and regional representation. Members of the stakeholder group are not able to send a delegate to meetings.

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

Participation Requirements. The initial Navigator Stakeholder Group will take place July 23, 2014. Going forward, the group will meet the third Thursday of the month. Members who are unable to attend two or more consecutive meetings of the Navigator Stakeholder Group may be subject to replacement. Once per quarter, a subset of the Navigator Stakeholder Group will meet with a subset of the Agent/Broker Stakeholder Group and Certified Application Counselor Stakeholder Group to discuss issues of mutual interest. These quarterly meetings will be in addition to the monthly meetings.

Scheduled Meetings of the Navigator Stakeholder Group. Meetings will be held at the MNsure offices at 81 7th Street East, Suite 300, St. Paul. Members have the option to participate by conference call (or webinar, when appropriate). While meetings of the Navigator Stakeholder Group are not open to the public, meeting minutes will be made available.