

**Florida Health Insurance Advisory Board
Executive Director Selection Committee Meeting Minutes
Wednesday, February 9, 2022, 9:00 AM
Via Teleconference
Tallahassee, FL**

Committee Members Present:

Seth Phelps, Chair

Louisa McQueeney

Ken Stevenson

Others Present:

- Amy Hardee, Administrative Assistant II to the Deputy Commissioner – Life & Health, Office of Insurance Regulation (OIR)
- Monica Ross, Chief Legal Counsel, OIR

I. Call to Order

Chair Seth Phelps called the meeting to order at 9:00 AM.

II. Roll Call

Amy Hardee conducted a roll call, noting that all Committee members were present.

III. Antitrust Statement

Monica Ross was recognized and reviewed the antitrust statement.

IV. Chair's Opening Remarks

The Chair noted that the purpose of today's meeting is to begin the interview process with four of the candidates for the Florida Health Insurance Advisory Board (FHIAB) Executive Director position. He indicated that the Committee has reviewed each candidate's resume, written interview question responses, and any other information provided by the candidates and that today's interviews would be an opportunity for the committee members to ask any relevant questions of the candidates, for the candidates to ask any questions they have for the committee, and to give the candidates the opportunity to highlight relevant background they may have with respect to the Executive Director position. He reminded everyone that the Executive Director position is an independent contractor position and then thanked the candidates for taking the time to participate in today's interview process.

V. Approval of Minutes, January 7, 2022

The Chair presented the minutes from the January 7, 2022, meeting for adoption, noting that members had been provided with advance copies. Louisa McQueeney moved to adopt the minutes as written, with a second by Ken Stevenson, and the minutes were adopted without objection.

VI. Interviews

The Chair then began the interviews, which were held in the following order:

1. John "Jack" McDermott
2. William (Bill) Eichhoefer
3. Christopher "Scott" Jenkins
4. Ashlee Tising

Each individual interview began with the Chair asking the following questions, which were responded to by the candidate:

1. Please elaborate on your experience regarding managing a budget for a Board or similar organization including the use of tools such as Excel or similar financial software, as well as collecting fees/dues and or assessments.
2. Describe your relevant experience with planning meetings for Boards or other organizations with an emphasis on any public organizations subject to the Sunshine Act here in Florida.
3. Given your understanding of the job duties of the position, what three key items from your background do you feel are most relevant for the Board to consider when evaluating you as a candidate for this position?

Following the candidates responses to the above questions, time was turned over to the other Committee members (Louisa McQueeney and Ken Stevenson) for any additional questions. Their questions tended to focus on conflicts of time with current employers, health insurance experience, and conflicts of interest with other clients. There was also a discussion regarding contracting with a candidate's employer, which was tabled for a follow-up meeting.

Following the Committee's questions, the candidates were given time to ask questions, which included the following:

- Is there anything coming up in the next couple of years that's out of the ordinary?
- Do FHIAB expenses come out of the Executive Director's \$5,000/month salary?
- Are meetings always held in Tallahassee or are they held statewide?
- Any movement to change the statute requiring at least one in-person meeting/year?

The candidates thanked the Committee for their time and the opportunity.

Following the conclusion of today's interviews, the Chair noted that three additional candidates will be interviewed on Friday (February 11). Following that meeting, the Committee will reconvene on February 15 at 2:30 PM to review the candidates and select one to recommend to the full Board for appointment to the Executive Director position.

There being no further business, the Chair moved to the next agenda item.

VII. Other Business

The Chair asked if there was any other business to be brought before the Committee.

There being none, the Chair moved to the next agenda item.

VIII. Adjourn

Having no further business, the meeting was adjourned at 10:30 AM.



Seth Phelps, Chair

2/11/22

Date