



2019 State Benchmark Plan Work Group Charter

WORKGROUP RESPONSIBILITIES

The 2019 State Benchmark Plan Work Group (Work Group) will work to provide a report to the MHBE Board of Trustees on (1) whether Maryland's State (EHB) Benchmark Plan meets existing need, and (2) recommendations on whether new state EHB flexibilities should be utilized to structure a benefit design that is more responsive to Maryland's needs.

WORKGROUP MEETINGS

The below sections contains information relevant to the business of the Workgroup meetings. All meetings of the Workgroup are open to the public.

Location, Time, and Notice The work group will meet on the following dates and locations:

- February 15: Welcome Webinar
- February 22: 10AM-1PM
100 Community Place
Crownsville, MD 21032
First Floor Conference Room, Side A
- March 15: 10AM-1PM
750 East Pratt Street, 6th Floor
Baltimore, MD 21202
Training Room
- March 22: 10AM-1PM
100 Community Place
Crownsville, MD 21032
First Floor Conference Room, Side A
- April 5: 10AM-1PM
100 Community Place
Crownsville, MD 21032
First Floor Conference Room, Side A
- April 12: 10AM-1PM
750 East Pratt Street, 6th Floor
Baltimore, MD 21202
Training Room





Reasonable notice of all meetings, stating the time and place, shall be given to each Member by mail or electronic mail. Reasonable notice of all meetings shall be provided to the public by posting on the MHBE website.

<https://www.marylandhbe.com/policy-legislation/work-groups/state-benchmark-plan-work-group/>

Order of Business Generally, the agenda/order of business at meetings of the Workgroup shall be as follows:

- (a) Calling the meeting to order
- (b) Consideration and approval of minutes of previous Workgroup meeting
- (c) Consideration of the topic/questions presented before the Workgroup
- (d) Determination of recommendations from the general Workgroup body – including identification of consensus recommendations
- (e) Public comments
- (f) Adjournment

Quorum A simple majority of the Members shall constitute a quorum at any meeting for the conduct of the business of the Workgroup.

Participation in Meetings Members are strongly encouraged to attend work group meetings in-person, but teleconference will be made available. Members participating by such means shall count for quorum purposes, and their support for recommendations shall be included so long as their participation is included in attendance.

Support of Recommendations Members are entitled to voice support for recommendations for a given topic presented to the Workgroup. Support for each recommendation will be included in the meeting minutes at the member level.

CO-CHAIRS

The members of the Workgroup shall elect two Co-chairs. Elected Co-chairs' terms shall last for the duration of the Workgroup. In addition to presiding at meetings, Co-chairs shall take an active role in determining the policy recommendations from the general body, preside over vote counting for recommendations, and shall work with MHBE to determine actions items required of MHBE support resources.

MEMBERSHIP & MEMBER RESPONSIBILITIES

The Workgroup consists of representatives from authorized QHP Issuers, consumer/policy advocates, state government representatives, insurance industry professionals, and clinicians.



Members are expected to lend their expertise, in good faith, to meet the goals of the Workgroup.

MHBE Policy and Plan Management will make resources available to provide technical/administrative assistance to the Workgroup.

FINAL WORKGROUP REPORT

The Workgroup will develop a report detailing the business of the Workgroup, including recommendations to be evaluated by the MHBE Board of Trustees.



