

**Idaho Immunization Assessment Board**  
**Board Meeting, Monday, October 18, 2021, 4:00 PM MST**

Idaho Department of Insurance, Conference Room A, 700 W. State St., Boise, ID 83702

And Webex Meeting number (access code): 2465 370 2378

Meeting password: KpANJBhM225

**Board Members Present:**

- Director Dean Cameron – Idaho Department of Insurance
- Norm Varin, Chair – PacificSource Health Plans
- Chase Ropelato, Secretary – Idaho Power
- Christine Hahn, M.D. – Idaho Department of Health and Welfare
- Susan Fudge – Idaho Associated General Contractors
- Dr. Perry Brown – Family Medicine Residency of Idaho
- Tara Harrison (by proxy for Mark Ruszczyk) – Regence BlueShield of Idaho

**Board Members Absent:**

- Senator Lee Heider
- James Pegram – J.R. Simplot Company
- Carrier representative – position vacant
- House of Representatives – position vacant

**Others Present:**

- Reneé Iverson – Idaho Department of Insurance
- Weston Trexler – Idaho Department of Insurance
- Shannon Hohl – Idaho Department of Insurance
- Kathy McGill – Idaho Department of Insurance
- Tamarie Olson – Idaho Department of Health and Welfare

**Call to Order:**

Meeting called to order at 4:02 pm by the Chair, Norm Varin, who reviewed the agenda. Roll call indicated that a quorum was present. For the benefit of the new members, Mr. Varin provided a brief overview of the Idaho Assessment program.

**Approval of Minutes from July 26, 2021 meeting:**

Review of minutes from the meeting of July 26, 2021. *Motion to approve by Dr. Hahn; seconded by Mr. Ropelato; approved unanimously.*

### **Financial Report: as of 9/30/2021 – Reneé Iverson**

Ms. Iverson reviewed the financial report as of 9/30/2021 for Assessment Year 2021 and State Fiscal Year (SFY) 2022, highlighting the following:

- As of 9/30/2021, \$12,745,680 has been collected for SFY 2022.
- \$5,129,705.87 has been spent on vaccines for the first quarter of FY2022, which ended 9/30/2021.
- The Assessment Fund cash balance is \$8,577,998.91 as of 9/30/2021.

Ms. Iverson also went over the assessment “life cycle,” an 18-month process beginning in January of each year with a Department of Insurance (DOI) survey through which health insurance carriers - and third party administrators (TPAs) of self-funded group health plans - report the number of Idaho children covered under the plan. This information is relayed to the Idaho Department of Health and Welfare (DHW), which determines an estimate of the cost of immunizations for the upcoming state fiscal year. The Board, using the DHW data, determines the per-child amount which is to be assessed from the carriers and TPAs. The DOI then invoices each carrier and TPA for the assessment amount, with the due date being June 15.

Assessments received are transferred to the DHW by the DOI at the end of each month. The DHW uses the payments only for the purchase of childhood vaccines; no assessment funds are used to pay for staffing or other administrative costs.

Dr. Brown asked whether any funds intended to purchase vaccines for a given fiscal year that are left over at the end of the fiscal year are rolled into the next fiscal year. Mr. Varin answered that the funds are rolled over; the Board tries to make sure that a second assessment would not be required during a year, so the Board may “shoot a little high” to ensure the funds collected will be sufficient.

Dr. Hahn asked whether using a portion of the assessment funds for administrative purposes would be permissible if needed. Direct Cameron replied that although Idaho Insurance Statute does allow for administrative costs, currently such expenditures are unnecessary as DOI and DHW staff are able to perform all required tasks.

Dr. Brown commented that in his experience as a physician, the assessment program has not only lowered costs, but the increased accessibility of vaccines to medical providers has resulted in improved vaccination rates for Idaho children.

*Motion to approve financial report by Dr. Hahn; seconded by Dr. Brown; passed unanimously.*

### **New Business:**

- a. Assessment collection – Ms. McGill reported that all companies have made the required assessment payments. The two carriers who make payments on a quarterly basis are up to date and have paid their first and second quarterly payments on time.
- b. Election of New Vice Chair – Mr. Varin explained that with Ralph Woodard, who was recently elected Vice-Chair, leaving the Board, a new Vice-Chair needed to be elected. Mr. Ropelato,

currently Board Secretary, was willing to step into the Vice-Chair role, while Ms. Fudge would take on the duties of Board Secretary.

*Mr. Varin moved to nominate Mr. Ropelato as Vice Chair and Ms. Fudge as Secretary; Dr. Brown seconded the motion. The motion passed unanimously. Mr. Ropelato was elected as Vice-Chair and Ms. Fudge was elected as Secretary unanimously.*

**Next meeting date:**

Mr. Varin suggested that the next meeting be held January 24 at 3:00 MST. As no Board members stated they would be unavailable, Mr. Varin asked Ms. McGill to schedule the next meeting at that time and date.

**Adjournment:**

Mr. Varin asked whether any Board member had anything to bring forward for the good of the order. As there was no other business to discuss, a motion to adjourn was made by Dr. Hahn and seconded by Mr. Ropelato. The motion passed unanimously, and the meeting was adjourned at 4:40 MST.

DRAFT