

**MINUTES OF THE MEETING OF THE
NEW JERSEY SMALL EMPLOYER HEALTH BENEFITS PROGRAM BOARD
AT THE OFFICES OF THE
NEW JERSEY DEPARTMENT OF BANKING AND INSURANCE
TRENTON, NEW JERSEY
October 15, 2003**

Members participating in Trenton: Vicki Mangiaracina (DOBI).

Members participating by phone from other locations: Robert Benkert (Oxford); Thomas Collins; Gary Cupo; Sanford Herman (Guardian); Jack Kalosy (HealthNet); Mary McClure (Aetna); Robert Shalongo (United); James Stenger; Tony Taliaferro (AmeriHealth); Michael Torrese (Horizon BCBSNJ); Joseph Tricarico, Jr. (DOHSS); Dutch Vanderhoof.

Others present: DAG Eleanor Heck (DOL); Rosaria Lenox, Program Accountant; Wardell Sanders, Executive Director.

I. Call to Order

W. Sanders called the meeting to order at 9:30 a.m. W. Sanders announced that notice of the meeting had been published in three newspapers and posted at the Department of Banking and Insurance (“DOBI”), the DOBI website, and the Office of the Secretary of State in accordance with the Open Public Meetings Act. A quorum was present.

W. Sanders noted that since many members were participating by phone, Board members should identify themselves when speaking.

II. Public Comments

No public comments were offered.

III. Review of Minutes

August 21, 2003

V. Mangiaracina offered a motion to approve the minutes of the Open Session of the August 21, 2003 Board meeting, as amended. M. Torrese seconded the motion. The Board voted in favor of the motion, with M. McClure abstaining.

September 11, 2003

T. Collins offered a motion to approve the minutes of the Open Session of the September 11, 2003 Board meeting, as amended. D. Vanderhoof seconded the motion. The Board voted unanimously in favor of the motion.

September 17, 2003

M. Torrese offered a motion to approve the minutes of the Open Session of the September 17, 2003 Board meeting, as amended. M. McClure seconded the motion. The Board voted unanimously in favor of the motion.

IV. Staff Report

Expense Report (see attached)

W. Sanders clarified that the expense for printing the Buyer's Guides was for 1000 copies. The Board noted that the year was incorrect in the upper right corner.

V. Mangiaracina offered a motion to approve the payment of the expenses specified on the October 2003 expense report. J. Kalosy seconded the motion. The Board voted unanimously in favor of approving the motion.

Regulatory Report

W. Sanders reported that staff did submit the proposed readoption by the rule expiration date of September 25, 2003. He noted that staff did respond to inquiries raised by the Office of Administrative Law. He indicated that a final copy of the proposal would go to Board members and would be noticed to interested parties consistent with rulemaking procedures.

Information Only Materials

W. Sanders noted that the Board materials included copies of a recent report on the cost of mandates published by the Federal Congressional Budget Office; the report from the Census Bureau on 2002 health insurance data; and the DOBI's proposed readoption of its regulations that implement the SEH Program.

K. Stuart-Maer Resignation

W. Sanders reported that K. Stuart-Maer had left NJBIA to take a position with a legislator, and that as a result she resigned her position on the SEH Board as a representative of small employers. W. Sanders noted that Ms. Stuart-Maer noted that she thanked the other Board members and staff for their hard work, and appreciated the opportunity to serve on the Board. W. Sanders noted that staff would work on a nomination form to have an election for this open seat.

Enrollment Reports

D. Vanderhoof asked for information on the status of the enrollment reports. W. Sanders indicated that he would send out copies prior to the December 3, 2003 Board meeting if the staff had received completed, accurate reports from carriers.

V. Close of Meeting

V. Mangiaracina offered a motion to adjourn the Board meeting. K. Stuart-Maer seconded the motion. The Board voted unanimously in favor of the motion.

[The meeting adjourned at 11:05 a.m.]

Attachments: September 10, 2003 memorandum