

WASHINGTON HEALTH BENEFIT EXCHANGE ADVISORY COMMITTEE CHARTER

Adopted March 15, 2012

Revised March 27, 2014

The Board of Directors, (“Board”) of the Washington Health Benefit Exchange (“Exchange”) establishes the Advisory Committee (“Committee”) under the authority of Section 3.1 of the Health Benefit Exchange Board Bylaws.

Purpose

The Committee provides the Board with the expertise, experience and views of the health care industry and other stakeholders regarding the operation of the Exchange.

Composition

The Committee will consist of up to 20 members. The Board will appoint members recommended by the Board’s Nominating Committee. Membership of the Committee must reflect the broad range of interests represented by the Exchange’s stakeholders, including the health care industry, health insurance carriers, insurance producers, consumers, the business community, including small business, and tribes.

The Committee members shall serve one-year terms, and may be reappointed to additional one-year terms. If a member of the Committee leaves, the Board will appoint a new member who represents the type of organization or interest that the departing member represented.

Meetings

The Committee may meet monthly, and may convene additional meetings as necessary to report to the Board and its committees. Meetings will be open to the public and held at a location that allows the public to observe. All Committee members are expected to attend each meeting, in person or via tele- or video-conference. Meeting agendas will be provided in advance to members, along with appropriate briefing materials. The Committee shall keep regular minutes of its proceedings. One or more Committee members may confer with management or employees in order to carry out the Committee’s functions.

Responsibilities

Advisory Committee members are responsible for:

- Review issues and policy topics that the Board refers to the Committee.
- Provide reports, analysis, and recommendations to the Board on the operation of the Exchange.
- Appear periodically before the Board to report on the Committee’s activities.
- Perform other activities related to this charge as requested by the Board.