



**Joe Lombardo**  
Governor

**Valerie Clark**  
Chair

**Russell Cook**  
Executive Director

# Silver State Health Insurance Exchange

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## Silver State Health Insurance Exchange (SSHIX) Board Meeting Approved Minutes Thursday, August 29, 2024

### **Meeting Location:**

Zoom and Teleconference, or 2310 South Carson St., Suite 3A, Carson City, NV 89701

### **Members Present**

#### **Zoom:**

Valerie Clark  
E. Lavonne Lewis  
Dr. Sarah Friedman  
Jonathan Johnson  
Quincy Branch  
Sam Kumar  
Scott Kipper Non-Voting Ex-Officio  
Jenny Helton, Non-Voting Ex-Officio  
Stacie Weeks Non-Voting Ex-Officio

### **Members Absent**

Amber Torres

### **Staff Members Assisting**

Russel Cook, SSHIX  
Kaitlyn Blagen, SSHIX  
Tiffany Davis, SSHIX  
Kassie Fuentes, SSHIX  
Radhika Kunnel, DAG

### **I. Call to Order, Welcome, Roll Call, Announcements**

Chair Valerie Clark called the 9:00 a.m. meeting to order and welcomed everyone. Roll call was taken by Tiffany Davis; a quorum was noted.

### **II. Public Comment**

There was no public comment at this time.

### **III. Approval of the minutes of the June 18, 2024 Board Meeting. For Possible Action.**

The following action was taken:

**MOTION** To approve the minutes of the June 18, 2024 Board meeting.

**BY:** Mr. Branch

**SECOND:** Mr. Kumar

**PASS:** Unanimously

**IV. Elections of Chair, and if necessary, Vice-Chair, to fill vacancy or vacancies from among the membership of the Board; pursuant to NRS 695I.320.**

DAG Radhika Kunnel gave an overview of the proper process to be carried out.

A nomination was made to elect Ms. Valerie Clark as Chair, who accepted the nomination.

**MOTION** To elect Ms. Valerie Clark as Chair.

**BY:** Mr. Kumar

**SECOND:** Mr. Johnson

**PASS:** Unanimously

Ms. Clark nominated Mr. Jonathan Johnson as Vice-Chair, who accepted the nomination. Ms. Lavonne Lewis nominated Mr. Quincy Branch, who thanked the Board but deferred his nomination in support of Mr. Johnson.

**MOTION** To elect Mr. Jonathan Johnson as Vice-Chair.

**BY:** Mr. Kumar

**SECOND:** None needed according to DAG Kunnel.

**PASS:** Unanimously

**V. Discussion and possible action to propose the Exchange Board of Directors consider creating an evaluation process of the Exchange Executive Director per NRS 695I.380 and consideration of current Exchange By-Laws and Board responsibilities.**

Chair Valerie Clark discussed the Board's responsibility for governing the Exchange, and with that, changing the bylaws to include evaluating the Executive Director on an annual basis.

Jonathan Jonhson questioned if there is a formal process for evaluations or reviews that are done with Exchange staff members, what the process looks like, and who conducts them.

Russell Cook answered Johnson's question that every member in the Exchange is subject to periodic evaluations and that supervisor's conduct the reviews. He also commented that he would be on board with annual basis evaluations for the Executive Director and any improvement it may bring, but asked the Board to be aware of all rules and regulations the Exchange is bound by.

Chair Valerie Clark commented on conducting a 360 review including stakeholders, employees, board members to be in a fair and unbiased manner to review Russell Cooks performance as Executive Director.

Quincy Branch wanted clarification if they were voting in favor of the process of conducting annual basis evaluation of the Executive Director or not to define what it looks like. Chair Valerie Clark confirmed to vote to conduct the process since it's a change to the by-laws and for her and Vice-Chair Jonathan Johnson to work with the Human Resources and Deputy Attorney General (DAG).

Stacie Weeks and Commissioner Scott Kipper both commented on the importance of discretion.

**MOTION To change the bylaws to accommodate the evaluation of the Executive Director.**

**BY: Ms. Lewis**

**SECOND: Mr. Kumar**

**PASS: Unanimously**

Chair Valerie Clark next discussed forming a three-person committee to carry out the evaluation process composed of Chair, Vice-Chair, and one volunteer.

**MOTION To create a committee of three members consisting of the Chair, Vice-Chair, and one other volunteer.**

**BY: Mr. Kumar**

**SECOND: Mr. Branch**

**PASS: Unanimously**

Stacie Weeks stated the importance of working with Russell Cook to understand what the role of the Executive Director is, what the board wants the role to be, and what the goals are then build the evolution of the Executive Director.

Vice-Chair Jonathan Jonhson raised the concern of wanting the third member of the committee to have State Government history or HR experience to be able to help with the evolution process.

Committee members set to be Valerie Clark, Jonathan Johnson, and Elsie Lavonne Lewis.

Ms. Lavonne Lewis nominated Vice-Chair Jonathan Johnson to chair this committee.

**MOTION To approve Vice-Chair Jonathan Johnson as Chair of this committee.**

**BY: Mr. Kumar**

**SECOND: Mr. Branch**

**PASS: Unanimously**

## **VI. Topics, dates, times, and agenda items for future meetings.**

Sam Kumar requested to have discussion at the next meeting on various committees that the Board should form for proper oversight and support of the Exchange. Mr. Kumar also noted he would like an update on the RFP process in response to Mr. Cook's earlier email.

Vice-Chair Johnson noted and recommended it may be prudent to hold a board meeting prior to the one scheduled in October to specifically address the RFP due to timeline concerns. Chair Valerie Clark agreed and noted that she had a lot of questions and raised the issue of, due to timelines, calling a board meeting earlier than the one already scheduled to address the RFP before it was made public.

Ms. Tiffany Davis noted the next board meeting is scheduled for October 15, 2024 at 1:30 p.m.

Vice-Chair Jonathan Johnson questioned if it's appropriate to have a closed session meeting to discuss the RFP that is not yet public. Stacie Weeks agreed and stressed the importance of being mindful of communication with the Executive Director, the confidential nature of some of the RFP, and the timeline for the report.

**MOTION**      **To have a board meeting in the next two weeks with an agenda item to discuss the RFP questions, and for that discussion to be taken place in a closed session.**

**BY:**            **Mr. Johnson**

**SECOND:**    **Mr. Kumar**

**PASS:**         **Unanimously**

## **IX. Public Comment**

None.

## **X. Adjournment**

Chair Valerie Clark thanked everyone and adjourned the meeting.