

**STATE OF MINNESOTA  
DEPARTMENT OF HUMAN SERVICES  
INTERAGENCY AGREEMENT**

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**Originator of agreement, complete this section:**

Total amount of interagency agreement: \$ \_\_\_\_\_

Proposed Start Date: \_\_\_ / \_\_\_ / \_\_\_

Proposed End Date: \_\_\_ / \_\_\_ / \_\_\_

SFY\_\_ - SWIFT FinDeptID: H55EB \_\_\_\_\_ \$ \_\_\_\_\_ amount

If multiple FinDeptID's will be used to fund this, fill that in below and then define the split between funds.

SFY\_\_ - SWIFT FinDeptID: H55EB \_\_\_\_\_ \$ \_\_\_\_\_ amount

SFY\_\_ - SWIFT FinDeptID: H55EB \_\_\_\_\_ \$ \_\_\_\_\_ amount

Reference the contract number and purchase order number assigned below when processing invoices  
for this Agreement. Send invoices to FOD – 0940

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**Contract Coordinator, complete this section:**

SWIFT Vendor # for Other State Agency: H550000000

SWIFT Contract #: IAK % 87413

SWIFT Purchase Order #: 3000000869

Buyer Initials: \_\_\_\_\_ Date Encumbered: \_\_\_\_\_

Individual signing certifies that funds have been encumbered as required by MS § 16A15.

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**STATE OF MINNESOTA  
DEPARTMENT OF HUMAN SERVICES  
INTERAGENCY AGREEMENT**

THIS INTERAGENCY AGREEMENT, and amendments and supplements, is between the State of Minnesota, acting through its Executive Director of the Minnesota Insurance Marketplace (hereinafter “MNsure”) and the Commissioner of the Minnesota Department of Human Services (hereinafter “DHS”).

**WHEREAS**, MNsure, the state health benefit exchange as described in section 1311 of the federal Patient Protection and Affordable Care Act, Public Law 111-148 is empowered to enter into interagency agreements pursuant to Minnesota Statutes, section 471.59, subdivision 10;

**WHEREAS**, DHS is empowered to enter into interagency agreements pursuant to Minnesota Statutes, section 471.59, subdivision 10;

**WHEREAS**, MNsure is in need of standard, centralized administrative services to enable administrative efficiency;

**WHEREAS**, DHS has access to specialized resources capable of providing the administrative services sought by MNsure; and

**WHEREAS**, DHS represents that it is duly qualified and willing to perform the services set forth in this Agreement.

**THEREFORE**, the Parties agree as follows:

**1. PARTIES’ DUTIES – NON-IT SERVICES.**

**1.1 Human Resources.** DHS shall provide human resource services to MNsure in accordance with the duties, responsibilities, and obligations set forth in Exhibits B and C.

**A. Scope of Work.** MNsure shall retain ownership and responsibility for its human resource decisions, while DHS shall serve in an advisory capacity and provide transaction and other services. MNsure shall be responsible for paying all costs associated with all independent investigations.

**B. Authorized Representatives.**

1. DHS’ authorized representative in regards to human resource services is Connie Jones, Human Resources Director, or her successor.
2. MNsure’s authorized representative in regards to human resource services is Katie Burns, Deputy Director of Operations, or her successor.

3. Each representative shall have final authority for acceptance of human resource services of the other party and shall have responsibility to insure that all payments due to the other party with respect to human resource services are made pursuant to the terms of this Agreement

**C. Consideration.** Consideration for all human resource services performed by DHS pursuant to this Agreement shall be paid by MNsure at an annual cost of two hundred thousand dollars (\$200,000.00), unless otherwise stated in Exhibit A as amended.

## **1.2 Payroll and Accounts Payable.**

### **A. Scope of Work.** DHS shall:

1. Process bi-weekly employee payroll for MNsure's employees.
2. Process payroll funding corrections to ensure that all salaries are paid from correct funding source.
3. Process other needed payroll adjustments (e.g. retroactive wage increases, changes to claimed sick or vacation).
4. Print and review payroll reports as required by MMB policy.
5. Maintain audit trail for payment documents.
6. Serve as contact for MNsure employees with questions regarding Direct Deposit.
7. Pay vendors, contractors, and agencies upon receipt of approved invoice from MNsure. This includes payments to advisory committee members and premium payments to carriers.
8. Respond to vendors with questions about payments received.
9. Establish blanket encumbrances for certain admin expenses. This includes but is not limited to Central mail, Innovative Office Solutions, Issuance Operations Center, Receipt Center, Post Office Box Rentals, and Phone bills.
10. Process EIORs for Accounts Payable purchase types for items such as training, registrations, and room rentals.
11. Process refunds due to previously receipted MNsure payments.
12. Establish vendor numbers in SWIFT for payments when needed.

13. Process Employee Business Expenses.
14. Maintain audit trail for encumbrance and payment documents.

**B. Authorized Representatives.**

- (1) DHS' authorized representative in regards to payroll and accounts payable services is Terri Engel, Accounting Operations Manager, or his/her successor.
- (2) MNSure's authorized representative in regards to payroll and accounts payable services is Jackie Miller, Accounting Director, or her successor.
- (3) Each representative shall have final authority for acceptance of payroll and accounts payable services of the other party and shall have responsibility to insure that all payments due to the other party with respect to payroll and accounts payable services are made pursuant to the terms of this Agreement

**C. Consideration.** Consideration for all payroll and accounts payable services performed by DHS pursuant to this Agreement shall be paid by MNSure at an annual cost of one hundred thousand dollars (\$100,000.00), unless otherwise stated in Exhibit A as amended.

**1.3 Procurement.**

**A. Scope of Work.** DHS shall provide procurement services to MNSure in accordance with the duties, responsibilities, and obligations set forth below. DHS shall provide training and procedural updates for all of the services described in this section.

1. Swift PO Transactions: DHS shall encumber and dispatch various types of purchase orders as requested by MNSure via the Electronic Inter-Office Requisition (EIOR) system. This includes the on-going maintenance of such purchase orders and the year-end closing or certification that is required.
2. Purchasing Card Administration: Per the DHS Purchasing Card Policy, DHS shall provide training for current and new cardholders, transaction support and/or dispute resolution, monthly reconciliation of transactions in SWIFT, record management in Filenet, etc.
3. EIOR system services: DHS shall provide training and support for EIOR. This includes granting user access, functioning reporting features based on MNSure requests, proper approval routing, accurate FinDept sources, etc.

4. Agency Buyer Support: Based on commodity, DHS shall support MNSure in the protocol of the procurement process. This includes posting events, coordinating bid events, training in DHS business processes (print buying, Innovative Office Supplies, Multi-Function Devices, and other miscellaneous procurement standards)
5. Receipts and Delivery: DHS shall coordinate the receiving of items for delivery unless direct shipped to MNSure. This will include fulfilling the requirement of completing the SWIFT receipt process and subsequent 3-way match on required commodities. The appropriate profiles will be built in SWIFT for any asset related items per the DHS Fixed Asset Policy.
6. Asset inventory and management: DHS shall coordinate the inventory and management of MNSure fixed assets. This collaborated effort will be in accordance to the upcoming DHS Fixed Asset Policy and Procedures which will outline the process in accordance to State policy.
7. MMB/CAFR asset reporting: DHS shall coordinate the CAFR reporting to be submitted and certified by a MNSure representative. DHS will provide the reporting based on data provided by MNSure and the financials created in SWIFT. This collaborated effort will be in accordance to the upcoming DHS Fixed Asset Policy and Procedures which will outline the process in accordance to State policy.
8. Contracts: DHS' Contracts unit shall enter POs in SWIFT for MNSure and MNSure/DHS related contracts, contingent upon the establishment of MNSure/DHS contract work flow procedures.

**B. Authorized Representatives.**

1. DHS' authorized representative in regards to procurement services is Mike LaValle, Procurement Supervisor, or his successor.
2. MNSure's authorized representative in regards to procurement services is Kevin Marsh, Deputy Director of Operations, or his successor.
3. Each representative shall have final authority for acceptance of procurement services of the other party and shall have responsibility to insure that all payments due to the other party with respect to procurement services are made pursuant to the terms of this Agreement

**C. Consideration.** Consideration for all procurement services performed

by DHS pursuant to this Agreement shall be paid by MNsure at an annual cost of one hundred thousand dollars (\$100,000.00), unless otherwise stated in Exhibit A as amended.

#### **1.4 Management Services**

- A. Scope of Work.** DHS shall provide badge security, parking, and space planning services to MNsure.
- B. Authorized Representatives.**
  - 1. DHS' authorized representative in regards to management services is Linda Nelson, Management Services Director, or her successor.
  - 2. MNsure's authorized representative in regards to management services is Kevin Marsh, Procurement Coordinator, or his successor.
  - 3. Each representative shall have final authority for acceptance of management services of the other party and shall have responsibility to insure that all payments due to the other party with respect to management services are made pursuant to the terms of this Agreement
- C. Consideration.** Consideration for all management services performed by DHS pursuant to this Agreement shall be paid by MNsure at an annual cost of twenty five thousand dollars (\$25,000.00), unless otherwise stated in Exhibit A as amended.

#### **1.5 Financial Operations**

- A. Scope of Work.** DHS' Financial Operations Division shall provide support and financial services to MNsure with respect to SWIFT, SEMA4, cost allocation, accounting and technical assistance, and year end close. DHS and MNsure shall work closely together to ensure that necessary information is shared and reporting is complete and accurate. MNsure shall be responsible for all financial responsibilities as detailed in Exhibit D. DHS shall be responsible for:
  - 1. SWIFT security coordination;
  - 2. SWIFT-ER reporting/data services;
  - 3. SWIFT chart of accounts and budget technical assistance;
  - 4. SEMA4 position funding maintenance;
  - 5. SWIFT budget maintenance;

6. Administrative cost allocation technical assistance;
7. Accounts receivable and receipt accounting technical assistance;
8. Federal project / grant accounting services;
9. State grant accounting technical assistance;
10. Fiscal year close technical assistance;
11. State Financial Statement technical assistance; and
12. Federal Single Audit Statement technical assistance.

**B. Authorized Representatives.**

1. DHS' authorized representative in regards to financial operations is Alex Kotze, Chief Financial Officer, or her successor.
2. MNsure's authorized representative in regards to financial operations is Marty Cammack, Chief Financial Officer, or his successor.
3. Each representative shall have final authority for acceptance of financial operations of the other party and shall have responsibility to insure that all payments due to the other party with respect to financial operations are made pursuant to the terms of this Agreement

**C. Consideration.** Consideration for all financial operations performed by DHS pursuant to this Agreement shall be paid by MNsure based on actual direct payroll costs as measured by Time Tracker Code 4007 at an annual not-to-exceed cost of one hundred thousand dollars (\$100,000.00), unless otherwise stated in Exhibit A as amended.

**1.6 Background Studies**

**A. Scope of Work.** DHS shall provide background study services to MNsure in accordance with the duties, responsibilities, and obligations set forth below. DHS shall:

1. Provide designated MNsure staff with sufficient user access to the DHS NETStudy application to allow for the performance of their job duties.
2. Provide staff resources to input and process all Consumer Assistance Partner background study requests in a timely manner.

3. Conduct a review of criminal records maintained by the Minnesota Bureau of Criminal Apprehension, and compare any discovered convictions against the potentially disqualifying criminal offenses specified under Minnesota Statutes, section 245C.15.
4. Notify MNsure through NETStudy of the results of each background study.
5. When the result of the background study is a potential disqualification, send the potentially disqualified background study subject a notice explaining the information reviewed, the conclusion reached, the process for challenging the correctness of the information, the process for requesting an individualized review of the individual's fitness and rehabilitation, and the date by which a request for review must be received.
6. Provide MNsure a copy of the notice described in item E.
7. With respect to the Consumer Assistance Partner programs, provide technical assistance to MNsure in any review or appeal requested by a background study subject.
8. Allow DHS access to MNsure data for these purpose including financial information, identity verification, and other relevant data.
9. Developing a process for fraud referrals between DHS and MNsure.

**B. Authorized Representatives.**

1. DHS' authorized representative in regards to background study services is Jerry Kerber, Inspector General, or his successor.
2. MNsure's authorized representative in regards to background study services is Mike Turpin, General Counsel, or his successor.
3. Each representative shall have final authority for acceptance of background study services of the other party and shall have responsibility to insure that all payments due to the other party with respect to background study services are made pursuant to the terms of this Agreement

- C. Consideration.** Consideration for all background study services performed by DHS pursuant to this Agreement shall be paid by the MNsure at a rate of fifteen dollars (\$15.00) per background study at an annual not-to-exceed cost of twenty five thousand dollars (\$25,000.00), unless otherwise stated in Exhibit A as amended.



**1.7 Internal Audits**

**A. Scope of Work.** DHS shall conduct financial, operational, and internal control type reviews for MNsure, including an assessment of hiring, payroll, procurement, and testing eligibility; testing Manual ID proofing, and Small Business Options Program (“SHOP”). DHS will perform reviews according to the MNsure’s Compliance Plan, which is attached and incorporated into this Agreement as Exhibit F.

**B. Authorized Representatives.**

1. DHS’ authorized representative in regards to internal audits is Gary Johnson, Director of Internal Audit, or his successor.
2. MNsure’s authorized representative in regards to internal audits is John Nyanjom, Compliance & Program Integrity Manager, or his successor.
3. Each representative shall have final authority for acceptance of internal audit services of the other party and shall have responsibility to insure that all payments due to the other party with respect to internal audit services are made pursuant to the terms of this Agreement

**C. Consideration.** Consideration for all internal audit services performed by DHS pursuant to this Agreement shall be paid by MNsure based on actual audit hours and DHS’ standard quarterly cost allocation process for internal audits at an annual not-to-exceed cost of one hundred thousand dollars (\$100,000.00), unless otherwise stated in Exhibit A as amended.

**1.8 Fair Hearing and Appeals**

**A. Scope of Work.** DHS shall provide fair hearing appeal adjudication services to MNsure as described in Exhibit E, which is attached and incorporated into this Agreement.

**B. Authorized Representatives.**

1. DHS’ authorized representative in regards to fair hearing appeal adjudication services is Darwin Lookingbill, Appeals Division Director, or his successor.
2. MNsure’s authorized representative in regards to fair hearing appeal adjudication services is Jessica Kennedy, Appeals Manager, or her successor.
3. Each representative shall have final authority for acceptance of

fair hearing appeal adjudication services of the other party and shall have responsibility to insure that all payments due to the other party with respect to fair hearing appeal adjudication services are made pursuant to the terms of this Agreement

**C. Consideration.** Consideration for all fair hearing appeal adjudication services performed by DHS pursuant to this Agreement shall be paid by MNsure based on actual case counts and DHS' standard quarterly cost allocation process for appeals adjudication at an annual not-to-exceed cost of five hundred forty thousand dollars (\$540,000.00), unless otherwise stated in Exhibit A as amended.

**D. Attorney General Representation for MNsure DHS Appeals.**

1. DHS and MNsure shall collaborate regarding shared and separate legal representation from the Minnesota Office of Attorney General ("AGO")
2. MNsure shall not make legal proceeding decisions that have financial implications for DHS.
3. MNsure shall share information with DHS prior to sharing information with the AGO.
4. DHS' authorized representative in regards to AGO communications is Gregory Gray, Chief Compliance Officer, or his successor.
5. MNsure's authorized representative in regards to AGO communications is Jessica Kennedy, Appeals Manager, or her successor.

**1.9 Health Care Eligibility Operations**

**A. Application Administration of Unassisted Qualified Health Plans (QHP).** When applicable, DHS' Health Care Administration shall:

1. Receive and enter paper applications into the system (using county partners when appropriate).
2. Ensure an eligibility determination is made for paper applications.
3. Provide customer service regarding eligibility determinations.
4. Refer all enrollees with a QHP result to MNsure for manual enrollment.
5. Regularly update MNsure on status of applications and administration necessary for MNsure oversight.

6. Provide all policies and procedures related to the above duties to MNsure. If MNsure has any issues with the policies or procedures, they will communicate with DHS and provide an explanation. The two groups will work together to resolve any differences.
  7. Assist with MNsure clients via the walk-in cashier window including collecting first month's premium and taking payments.
  8. Maintain a team of staff to troubleshoot system issues affecting individual cases, which can benefit QHP financial and non-financial eligible clients.
- B. **Consideration.** With respect to subheading A of this Section, MNsure shall pay DHS for activities performed in support of eligibility determinations for QHP unassisted cases at an annual not-to-exceed cost of three hundred thousand dollars (\$300,000.00), unless otherwise stated in Exhibit A as amended.
- C. **Compliance (Testing and Oversight):** DHS and MNsure shall work together — and with MN.IT Services (as appropriate) — on testing eligibility determinations with each agency focusing on its own programs by:
1. Designing and executing testing of eligibility determinations.
  2. Developing oversight and monitoring protocols for the Consumer Assistance Partner community.
  3. Developing oversight and monitoring protocols for the DHS Receipts Center.
  4. Performing fraud or other investigations, as needed.
- D. **Eligibility and Enrollment Roles and Responsibilities**
1. The Parties shall carry out the roles and responsibilities set forth in Exhibit G, which is attached and incorporated into this Agreement.
  2. DHS and MNsure shall jointly draft and maintain notice templates related to enrollment in or eligibility for Medical Assistance (MA) and MinnesotaCare (MCRE).
  3. MNsure and DHS, for their respective programs, shall update and maintain the Insurance Affordability Programs Manual and all necessary forms needed for eligibility determinations and maintenance of MA, MinnesotaCare, and Subsidized QHP.

## **E. Training**

1. DHS shall develop and maintain training materials for Medical Assistance (MA), MinnesotaCare and subsidized Qualified Health Plan (QHP) Advance Premium Tax Credits (APTC), and maintain training introduction courses which they initially developed.
2. DHS shall train state, county, and tribal human services agency staff on eligibility for MA, MinnesotaCare and subsidized QHP (APTC).
3. DHS shall manage training course loading and maintenance, user registration, and related duties for online MNSure-specific training provided to DHS and county staff.
4. DHS and MNSure shall communicate and coordinate on training issues of mutual interest.
5. DHS and MNSure shall review resources dedicated to development and provision of training, inform each other of changes and developments that could impact training and provide feedback on training materials.

## **F. Call Center - Minnesota Health Care Programs**

1. The *MNSure Contact Center* shall, for non-QHP calls, provide high-level information to existing and potential MHCP enrollees. Calls that require more detailed information or assistance will be transferred to the appropriate DHS Call Center to handle.
2. The *MNSure Contact Center* will provide a “warm transfer” when MNSure call volumes allow, otherwise an educated transfer or chat will be utilized.
3. The MNSure Contact Center shall refer MHCP enrollees requesting a life event change or enrollment/eligibility into another public program to their county or MinnesotaCare worker.
4. *DHS Member Help Desk* will:
  - a. Answer all calls from MA and MinnesotaCare members related to MHCP programs, how to apply, coverage/benefits, claims, accessing services, and notices.
  - b. Answer general questions about MNSure.
  - c. Refer MHCP members to their county or MinnesotaCare caseworker as appropriate.
  - d. Refer QHP calls to MNSure.

e. Act as a liaison between the MNSure Contact Center, MinnesotaCare Contact Center, and Member Help Desk.)

5. *DHS Health Care Eligibility Operations Contact Center* will:
- a. Provide consumers with the status of their MinnesotaCare, Medical Assistance and subsidized QHP cases.
  - b. Explain MinnesotaCare, Medical Assistance and Subsidized QHP guidelines to consumers.
  - c. Act on changes reported by consumers enrolled in MinnesotaCare and Medical Assistance.
  - d. Discuss and attempt to resolve escalated issues or complaints with program consumers.

**F. Authorized Representative**

1. DHS' authorized representative in regards to consumer assistance partner services is Nathan Moracco, Health Care Administration Assistant Commissioner, or their successor.
2. MNSure's authorized representative in regards to consumer assistance partner services is Katie Burns, Deputy Director of Operations, Chief Financial Officer, or her successor.
3. Each representative shall have final authority for acceptance of consumer assistance partner services of the other party and shall have responsibility to insure that all payments due to the other party with respect to consumer assistance partner services are made pursuant to the terms of this Agreement.

**1.10 Receipts Center**

**A. Scope of Work.** DHS shall provide Standard Receipt Center receipting services for MNSure's SHOP and Qualified Health Plans ("QHP") programs. DHS shall provide standard federal funds management services, including federal draws via federal Payment Management System and associated reporting and reconciliation.

**B. Authorized Representatives.**

1. DHS' authorized representative in regards to receipt center services is Don Mulgrew, Receipt Center Supervisor, or his successor.
2. MNSure's authorized representative in regards to receipt center services is Jackie Miller, Accounting Director, or her successor.
3. Each representative shall have final authority for acceptance of receipt center services of the other party and shall have responsibility to insure that all payments due to the other party with respect to receipt center services are made pursuant to the terms of

this Agreement

- C. **Consideration.** Consideration for all receipt center services performed by DHS pursuant to this Agreement shall be paid by MNsure based on actual MNsure service utilization multiplied by the current applicable Receipt Center rate at an annual not-to-exceed cost of two hundred thousand dollars (\$200,000.00), unless otherwise stated in Exhibit A as amended.

**1.11 Issuance Operations Center.**

- A. **Scope of Work.** DHS shall provide Standard Issuance Operations Center print, mail services for MNsure's QHP program.
- B. **Authorized Representatives.**
  - 1. DHS' authorized representative in regards to issuance operation services is Lane Gerber, Issuance Operations Center Supervisor, or his/her successor.
  - 2. MNsure's authorized representative in regards to issuance operation services is Jackie Miller, Accounting Director, or her successor.
  - 3. Each representative shall have final authority for acceptance of issuance operation services of the other party and shall have responsibility to insure that all payments due to the other party with respect issuance operation services are made pursuant to the terms of this Agreement
- C. **Consideration.** Consideration for all issuance operation services performed by DHS pursuant to this Agreement shall be paid by MNsure based on actual MNsure service utilization multiplied by the current applicable Issuance Operations Center rate at an annual not-to-exceed cost of two hundred fifty thousand dollars (\$250,000.00), unless otherwise stated in Exhibit A as amended.

**2. PARTIES' DUTIES – IT SERVICES.**

**2.1 Standard IT Support**

A. **Scope of Work.** DHS shall provide standard IT support services for MNsure as defined and authorized in the FY2015 current MNsure/MN.IT@DHS service level agreement

**B. Authorized Representatives.**

- 1. DHS' authorized representative in regards to IT support services is Tom Baden and Alex Kotze, Chief Information Officer and

Chief Financial Officer, or their successor.

2. MNsure's authorized representative in regards to IT support services is Marty Cammack, Chief Financial Officer, or his successor.
3. Each representative shall have final authority for acceptance of IT support services of the other party and shall have responsibility to insure that all payments due to the other party with respect to IT support services are made pursuant to the terms of this Agreement

**C. Consideration.** Consideration for all IT support services performed by DHS pursuant to this Agreement shall be paid by MNsure at an annual cost of three hundred seventy-five thousand dollars (\$375,000.00), unless otherwise stated in Exhibit A as amended.

## **2.2 MNsure System Support**

**A. Scope of Work.** DHS through its MN.IT@DHS shall be the technical lead for federally approved MNsure technology projects as defined and authorized in the FY2015 MNsure/MN.IT@DHS service level agreement.

1. The MNsure system development and operations shall be managed collaboratively by MNsure and DHS.
2. Any MN.IT development work shall be detailed and priced separately from this Agreement.
3. Any additional work beyond the service level agreement referenced above shall require an amendment to this Agreement including fiscal considerations associated with the change.

**B. Authorized Representatives.**

1. DHS' authorized representative in regards to MNsure System Support services is Tom Baden and Alex Kotze, Chief Information Officer and Chief Financial Officer, or their successor.
2. MNsure's authorized representative in regards to MNsure System Support services is Marty Cammack, Chief Financial Officer, or his successor.
3. Each representative shall have final authority for acceptance of MNsure System Support services of the other party and shall have responsibility to insure that all payments due to the other party with respect to MNsure System Support services are made pursuant to the terms of this Agreement

C. **Consideration.** Consideration for all MNsure System Support services performed by DHS pursuant to this Agreement shall be paid by MNsure based on actual direct payroll costs as measured by Time Tracker Code 4005 multiplied by 47.2% (the MNsure/CCIIO Grant share) at an annual not-to-exceed cost of two million one hundred twenty-four thousand dollars (\$2,124,000.00), unless otherwise stated in Exhibit A as amended.

1. Consideration for all standard IT support services performed by DHS pursuant to this Agreement shall be paid by MNsure at an annual not-to-exceed cost of ninety-four thousand dollars (\$94,000.00), unless otherwise stated in Exhibit A as amended.

3. **CONSIDERATION AND TERMS OF PAYMENT**

A. **Consideration.** Consideration for all services performed by DHS pursuant to this Agreement shall be paid by the MNsure in accordance with the allocations set forth in Clause 1 “DHS’ DUTIES” of this Agreement and Exhibit A, which is attached and incorporated into this Agreement.

B. **Terms of Payment.** Payment shall be made by the MNsure on a quarterly basis within fifteen (15) days after DHS has presented invoices for services performed to MNsure. DHS shall present invoices to MNsure within forty five (45) days after each calendar quarter end.

C. **Total Obligation.**

1. **Non-IT Services.** The total obligation of MNsure for all compensation and reimbursements to DHS for non-IT related services under this Agreement shall not exceed **one million nine hundred forty thousand dollars (\$1,940,000.00)**.

2. **IT Services.** The total obligation of MNsure for all compensation and reimbursements to DHS for IT related services under this Agreement shall not exceed **two million five hundred ninety three thousand four hundred dollars (\$2,593,400.00)**.

4. **CONDITIONS OF PAYMENT.** All services provided by DHS pursuant to this Agreement shall be performed to the satisfaction of MNsure, as determined at the sole discretion of its authorized representative.

5. **TERMS OF AGREEMENT.** This Agreement shall be effective on **July 1, 2014**, without regard to the Execution Date of this Agreement, and shall remain in effect through **June 30, 2015**, or until all obligations set forth in this Agreement have been satisfactorily fulfilled, whichever occurs first. **Upon the Execution Date of this Agreement, all previous agreements between DHS and MNsure for goods**



**and services covered by this Agreement shall terminate and be replaced by this Agreement. All previous agreements between DHS and MNsure for goods and services not covered by this Agreement shall remain in full force and effect.**

6. **CANCELLATION.** This Agreement may be canceled by the MNsure or DHS at any time, with or without cause, upon thirty (30) days written notice to the other party. In the event of such a cancellation, the DHS shall be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed.
7. **ASSIGNMENT.** Neither the DHS nor the MNsure shall assign or transfer any rights or obligations under this Agreement without the prior written consent of the other party.
8. **AMENDMENTS.** Any amendments to this Agreement shall be in writing, and shall not be effective until executed by the same parties who executed the original agreement, or their successors in office.
  - A. In the event of an emergency, MNsure's and DHS' Chief Financial Officers may agree, in writing, to the provision and payment of services not otherwise addressed in this Agreement. For purposes of this Section, an emergency shall have the same meaning as Minnesota Statutes, section 16C.02, subdivision 6(b) and due to time constraints, cannot be addressed with an immediate amendment to this Agreement. All services and payments authorized under this Section must be incorporated into a formal amendment in accordance with Clause 8 above within a reasonable time after the emergency.
9. **LIABILITY.** The DHS and the MNsure agree that each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other and the results thereof. The DHS and the MNsure liability shall be governed by the provisions of the Minnesota Tort Claims Act, Minnesota Statutes, section 3.736, and other applicable law.
10. **INFORMATION PRIVACY PROTECTION.**

For purposes of executing its responsibilities and to the extent set forth in this Agreement, the DHS will be considered part of the "welfare system," as defined in Minnesota Statutes §13.46, subdivision 1. The DHS's employees and agents will have access to private or confidential data maintained by MNsure to the extent necessary to carry out DHS's and MNsure's respective responsibilities under this Agreement. The DHS and MNSURE agree to comply with all relevant requirements of the Minnesota Government Data Practices Act (hereinafter "Data Practices Act," Minnesota Statutes, Chapter 13) in providing services under this Agreement. Gregory Gray (DHS'S employee or agent) or his/her successor is the responsible authority in charge of all data collected, used, or disseminated by the DHS in connection with the performance of this Agreement. Mike Turpin (MNsure's employee or agent) or his/her successor is the responsible authority in charge of all da-

ta collected, used, or disseminated by the MNSure in connection with the performance of this Agreement. See Minnesota Statutes section 13.46, subdivision 10.

Duty to ensure proper handling of data: DHS and MNSure shall be responsible for training their respective employees who are authorized to access and use the data collected under the terms and for the purposes specified in this Agreement. This responsibility includes ensuring that staff is properly trained regarding:

1. The Minnesota Government Data Practices Act (MGDPA), Minnesota Statutes Chapter 13, and in particular, §13.46 (“welfare data”);
2. The Minnesota Health Records Act, Minn. Stat. §§144.291-144.298;
3. Federal law and regulations that govern the use and disclosure of substance abuse treatment records, 42 USCS § 290dd-2 and 42 CFR § 2.1 to § 2.67;
4. The Health Insurance Portability Accountability Act (“HIPAA”), 45 CFR Parts 160 and 164 (if applicable);
5. Electronic Health Records (as governed by Health Information Technology for Economic and Clinical Health Act (HITECH), 42 U.S.C. §§ 17921(5) and 17931; and
6. Any other applicable state and federal statutes, rules, and regulations affecting the collection, storage, use and dissemination of private or confidential information.

Minimum necessary access to data:

The DHS and v shall comply with the “minimum necessary” access and disclosure standards set forth in the Data Practices Act. The dissemination of “private” and/or “confidential” data on individuals is limited to “that necessary for the administration and management of programs specifically authorized by the legislature or local governing body or mandated by the federal government.” See Minnesota Statutes, §13.05, subd. 3.

DHS and MNSURE shall:

- (1) Not use or further disclose the information other than as permitted or required by this Agreement or as required by law;
- (2) Use appropriate safeguards to prevent use or disclosure of the information by its employees other than as provided for by this Agreement;
- (3) Report any use or disclosure of the information not provided for by this Agreement of which it becomes aware;
- (4) Consistent with this Agreement, ensure that any agents (including contractors and subcontractors), analysts, and others to whom it provides private or confidential data, agree to be bound by the same restrictions and conditions that

apply to them with respect to such information;

- (5) Upon completion, expiration or termination of this Agreement, return or destroy all protected information received from the other agency, unless return or destruction is not feasible. If return or destruction is not feasible, each agency will extend the protections of this Agreement to the information collected during the course of this Agreement.

Release of data

No private or confidential data created, collected, received, stored, used, maintained or disseminated in the course or performance of this Agreement will be disseminated except as authorized by statute, either during the period of this Agreement or hereafter. Each party shall be independently responsible for compliance with any requirements of the Health Insurance Portability Accountability Act ("HIPAA," 45 CFR §§160 and 164), and neither party will be liable for any violation of any provision of HIPAA indirectly or directly arising out of, resulting from, or in any manner attributable to actions of the other party or its employees or agents.

The DHS and MNsure agree that each is independently responsible for complying with the Minnesota Data Practices Act, Minnesota Statutes Chapter 13, and that each party will be responsible for its own acts and those of its employees and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party or its employees, or the results thereof.

**Remainder of Page Intentionally Left Blank  
(Signature Page Follows).**

IN WITNESS WHEREOF, the parties have caused this contract to be duly executed intending to be bound thereby

APPROVED:

**1. STATE ENCUMBRANCE VERIFICATION**

*Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05*

By: C. J. [Signature]

Date: 1-27-15

SWIFT Contract No: IAC 1087413

SWIFT PO #: 3000000809

**2. DHS**

By: [Signature]

Title: Deputy Commissioner

Date: Nov. 13, 2014

**3. MNSURE**

By: Kathrine Burn  
*With delegated authority*

Title: Chief Operating Officer

Date: 11/14/14

Distribution:

MNSure – Original (fully executed) contract

DHS

Contracting, Procurement & Legal Compliance, Contracts Unit- #0941

**EXHIBIT A – FY 2015 Interagency Agreement Budget**

II.A Section (i.e. service provided)	Basis for Amount Charged	Maximum Charge Amount		Authorized Representative	
		Original	As Amended	MNsure / Marty Cammack	DHS / Alex Kotze
<b>Non-IT Services</b>					
1.1 Human Resources	Fixed 30150	200,000	200,000	Katie Burns	Connie Jones
1.2 Payroll & Accounts Payable	Fixed 30150	100,000	100,000	Jackie Miller	Terri Engel
1.3 Procurement	Fixed 30150	100,000	100,000	Kevin Marsh	Mike LaValle
1.4 Management Services	Fixed 30150	25,000	25,000	Kevin Marsh	Linda Nelson
1.5 Financial Operations	Variable 30150	100,000	100,000	Marty Cammack	Alex Kotze
1.6 Background Studies	Variable 30350	25,000	25,000	Mike Turpin	Jerry Kerber
1.7 Internal Audits	Variable 30300	100,000	100,000	John Nyanjom	Gary Johnson
1.8 Appeals	Variable 30350	540,000	540,000	Jessica Kennedy	Darwin Lookingbill
1.9 Health Care Administration - QHP unassisted	Fixed 30250	300,000	300,000	Katie Burns	Nathan Moracco
1.10 Receipts Center	Variable 30250	200,000	200,000	Jackie Miller	Don Mulgrew
1.11 Issuance Operations Center	Variable 30250	250,000	250,000	Jackie Miller	Lane Gerber
<b>Total Non-IT Services</b>		<b>1,940,000</b>	<b>1,940,000</b>		
<b>IT Services</b>					
2.1 Standard IT Support (to MNsure employees)	Fixed 30150	375,000	375,000	Marty Cammack	Tom Baden/Alex Kotze
2.2 Mnsure System Support (by @DHS employees) * Direct Payroll Costs (up to \$4,500,000) * Standard IT support charge (\$200,000)	Variable Fixed 30510	2,124,000 94,400	2,124,000 94,400	Marty Cammack	Tom Baden/Alex Kotze
<b>Total IT Services</b>		<b>2,593,400</b>	<b>2,593,400</b>		
Total Interagency Agreement		4,533,400	4,533,400		

## **EXHIBIT B - Human Resource Services**

DHS will provide the agency the following human resource services that will help MNsure operate effectively:

### ***Transactions***

- Complete accurate and timely SEMA-4 changes related to changes in employee information, hire, funding, promotion, separation dates, increase dates, department ID, medical leaves of absence, performance reviews, etc.
- Seniority Rosters will be updated/posted as required by contracts/plans.

Timely transactions depend on DHS receiving timely information from MNsure about employee status. DHS is not responsible for processing information if it has not received a written request.

### ***Performance Management***

Definition: Developing standards and policies and providing support for supervisors and managers to provide constructive and developmental feedback and direction for ongoing coaching as well as a context for management decision-making.

- Train management on performance improvement techniques.
- Advise managers and supervisors in investigating employee misconduct, performance or attendance problems, or recommend retention of an outside investigator. Investigations for managerial staff will be referred to an independent investigator outside the state. DHS will coordinate the investigation.
- Advise managers and supervisors on handling performance, attendance, and conduct issues with employees.
- Assist managers and supervisors in withholding performance increases, taking disciplinary action, or discharging employees.
- Draft disciplinary letters and letters of expectations.
- Advise managers and supervisors on human resources best practices in employee motivation, reviews, and supervisory practices.

MNsure is responsible for paying all costs associated with independent investigations.

### ***Human Resources Policy Management***

Definition: Researching, developing, recommending, implementing, and communicating an array of Human Resources policies to support consistent employment practices.

- Investigate the need for and write new policies for human resource issues.
- Maintain and update existing policies.

### ***Contract Administration***

- Advise managers and supervisors on the proper application of contract language. When appropriate, DHS will seek MMB's advice on contract interpretation.
- Advise managers and supervisors on the practical application of employment laws such as FMLA, FLSA, ADA, USERRA, and all discrimination laws.

### ***Training***

Definition: Providing strategy, planning, and implementation of targeted learning activities to support both individual employee development and organizational strategies. This training is restricted to employees of MNsure.

- In conjunction with MNsure HR Specialist, train managers and supervisors on human resources practices, employment law, bargaining unit contract language, compensation, code of ethics, and other topics directly related to human resources.

### ***Classification and Compensation***

Definition: Conduct an analysis of the individual position to identify and describe the different kinds of work in an organization and group similar positions under common classification titles based upon the kind of work, degree of difficulty and the, responsibilities required.

- Review position descriptions, determine appropriate classification, document audit decisions, and explain the rationale for classification decisions.
- Coordinate Hay sessions when applicable.
- Conduct studies of groups of positions as necessary.
- Approve or deny compensation requests for new hires or promotions.
- Supervisors will receive notification of positions that are ending each quarter.

MNsure must provide documentation of requests to convert unclassified position to the classified service at least one month in advance of the end of the unclassified position.

DHS has received delegated authority from MMB-Enterprise Human Resources to make classification and compensation decisions. DHS must abide by accepted practices and rules governing classification and compensation in order to retain this delegation. MMB-Enterprise Human Resources periodically audits DHS's work to determine compliance with rules and laws.

### ***Vacancy-Filling***

Definition: Work with HR Specialist who works directly to assist managers in hiring so that MNsure follows state bargaining unit contracts, employment laws, and state laws governing state positions. This includes filling vacancies by developing appropriate qualifications for vacancies, determining recruitment options, posting, reviewing candidates resumes to determine qualified candidates, and assisting the supervisor or managers in following state bargaining unit contracts and state laws.

- Advise on minimum qualifications and recruitment options.
- Posting and bidding/expression of interest process for classified positions.
- Review position applications to determine which applicants meet the minimum qualifications and refer successful candidates to the hiring supervisor.
- Assist managers and supervisors in developing interview questions and other selection criteria and exercises.
- Conduct background checks.
- Document hires for affirmative action purposes.
- Compose offer and employment confirmation letters.
- Notify all applicants of position hiring decisions.
- Close out Resumix

### ***Labor Relations and Employment Law***

Definition: Ongoing maintenance and development of union and employee relations in order to advise management on performance and employment law issues, standards, and policies.

- Represent management at meet and confer sessions.
- Respond to third-step grievances for MNsure.
- Review and responding to requests for accommodation under the ADA.
- Monitor payroll and leave under USERRA.
- Notify MNsure of new laws, state rules, and issues.
- Investigate all significant workers' compensation claims, process claims, and work through settlements and resolutions on behalf of MNsure.
- Advise supervisors and managers with other employment law issues such as discrimination, sexual harassment, etc.
- Review unemployment claims and represent management in unemployment hearings.

### ***Safety & Workers' Compensation***

- File yearly OSHA lost-time reports.
- Assist with first reports of injury filings.

### ***Reporting***



- Upon request, provide ad hoc reports on employee costs, leave use, hires, separations, and other employment information contained in the state's information warehouse.

***File Maintenance & Storage***

- Maintain and store audit (job classification decision) files and requisitions (vacancy filling) files.
- Inform MNSure on the types of personnel information that should be securely maintained onsite.
- Maintain Personnel files/records.

## EXHIBIT C – HR Service Level Agreement

### **DHS Human Resources Responsibilities:**

DHS will provide the following level of service:

- Vacancies will be posted within two business days of receipt of a request to fill (if the position does not need to be allocated or the allocation changed).
- Examine I-9 documentation, after hire, for legal hiring.
- Positions requiring initial allocation will be allocated within two weeks of the receipt of a complete position description, organizational chart, and request memo.
- Positions requiring reallocation will be audited within four to six weeks of the receipt of a complete position description, organizational chart, and request memo.
- Investigations will be conducted promptly. Timing depends on the exact circumstances and availability of union representatives.
- Transactions turned in by Thursday of the non-payroll week will take effect that payroll period.
- Employees hired during the last two days of the pay period may not be paid for those days until the next pay period.

### **MNsure's Responsibilities:**

Management of MNsure is responsible for the actions of the organization's employees, including unethical, violent, or harassing behavior and failure to follow state policies and procedures.

MNsure is responsible for completing the following human resource actions:

#### ***Benefits Administration***

- Convey benefits information from Minnesota Management and Budget (DHS) to employees of MNsure.
- Benefits questions and issues will be handled directly by the State Employee Group Insurance Program (SEGIP) at MMB. All employees will receive information on the SEGIP contact.
- FMLA requests: All employees will receive information on how to apply for FMLA from DHS and supervisors and managers will coordinate directly with DHS.

#### ***Training***

Definition: Providing strategy, planning, and implementation of targeted learning activities to support both individual employee development and organizational strategies. This training is restricted to employees of MNsure.

- In conjunction with DHS, train managers and supervisors on human resources practices, employment law, bargaining unit contract language, compensation, code of ethics, and other topics directly related to human resources.
- Track completion on topics mandated by law or policy – code of conduct, sexual harassment prevention, right-to-know, etc.
- Send communications to employees about various human resource topics.

### ***Policies and Procedures***

- MNsure has appointed an Ethics Officer and communicated that designation to employees.
- Employees are trained on the Code of Ethics (M.S. 43A.18) and as required the Code of Conduct.
- Position descriptions clearly indicate the employee's level of decision-making authority.
- Employees receive copies of general statewide policies and policies and procedures governing their particular jobs.
- Formal delegations of duties are on file.
- Operating practices are consistent with state policies.
- Appropriate action is taken for violations of policy.

### ***Position Descriptions***

- All positions have position descriptions that are updated at least every three years.
- Position descriptions are consistent with employees' actual job duties and include a listing of essential functions under the ADA.

### ***Employee Performance Management***

- New employees must receive copies of their position descriptions and an orientation to their work and their work unit.
- All new employees must receive mid-probationary and probationary reviews.
- All employees must be given honest feedback on their performance at least once a year with a written formal evaluation placed in their personnel file.
- Performance expectations are made clear for all employees.
- Employees whose performance, attendance, or behavior is problematic will be coached on their deficiencies to permit them to improve – unless the behavior is so severe that immediate action must be taken to end their appointment. All such issues should be discussed with the DHS Labor Relations Representative.

## **EXHIBIT D - On-going MNSure Financial Responsibilities**

Apart from DHS' duties and obligations under Clause 1.5 "Financial Operations" of this Agreement, MNSure shall perform and remain responsible for the following activities:

1. Management of overall MNSure finances and operating budget with the federal government, Minnesota Management and Budget (MMB) and the MNSure Board of Directors.
2. Reconciliation of MNSure-related legislative actions to MMB Fund Balance Statements; reconciliation of MNSure Enterprise Fund activity to MMB Financial Statements (CAFR).
3. Administration of federal grant applications and awards, including coordination with DHS federal APD projects and associated MnSure/DHS cost sharing.
4. Administration of federal fiscal reporting requirements; responses to data requests from federal agencies and /or auditors.
5. Management SWIFT Agency H60 (MNSure) chart of accounts, budget structure, and budget / commitment control.
6. Coordination with MMB Executive Budget Officer (s) assigned to MNSure; authorization of SWIFT Agency H60 (MNSure) appropriation transfers and cash flow assistance.
7. Forecasting MNSure premium withhold revenue; budgeting and accounting for premium withhold revenue, including invoicing process.
8. Accounting for and reconciliation of MNSure premium pass-through activity within SWIFT and with the MNSure System (as applicable).
9. Contract management, including legal/attorney function and SWIFT processes (professional technical contracts and grant contracts)
10. Ensuring timely, policy compliant, SEMA4 Employee Self-Serve Timesheet completion and supervisory approvals; and associated employee Business Expense approvals.
11. Ensuring MNSure's SEMA4 Department ID structure and SEMA4 position funding records are maintained consistent with the current organization structure and available funding.
12. Initiation and approval of E-1768 personnel transaction, including completion of the Funding Tab when required.
13. Initiation and approval of EIOR commodity purchases, including the Fund Approver role.
14. Approval of special expenses requests and employee business expenses (e.g. travel).

15. Approval of vendor/interagency invoices for payment; timely delivery of approved invoices to DHS Accounts Payable.
16. Maintaining current SWIFT vendor file and SWIFT customer file so payments and invoicing processes are timely.
17. Troubleshooting and direct follow-up with vendors and customers on payment/invoice inquiries and issues.
18. Annual certifications to MMB, for example: annual sending plan, accounts receivable, financial statement accruals, encumbrances at fiscal year close, CAFR, federal Single Audit Schedules, etc.
19. Updating of Biennial Budget System (a.k.a BPAS), including budget maintenance, narratives and fiscal pages.
20. Coordination of MNsure technology system related fiscal notes/assumptions with DHS Budget Analysis Division.
21. Administration of interagency agreements with DHS.

## EXHIBIT E - Fair Hearing and Appeal Services

### 1. **DHS Duties.** DHS shall:

- A. Maintain adequate staffing levels for services specified in this Exhibit by employing: human services judges, paralegal, support staff, and a supervisor human services judge.
- B. Submit to MNSure bi-weekly project plan updates.
- D. Adjudicate, including issuing final orders of eligibility determinations, all MNSure eligibility appeals, provided, DHS may, in its discretion, subcontract with the Office of Administrative Hearing (OAH) to provide these services.
- E. Manage the intake of all MNSure eligibility appeals.
- F. Provide redaction of a representative sample of final decisions to be publically posted, provided, DHS may, in its discretion, subcontract with OAH to provide these services.
- G. Upon request, send all correspondence regarding MNSure eligibility appeals to the parties, including, but not limited to, an acknowledgement of receipt of appeal requests, hearing notices, and decisions, provided, DHS may subcontract with OAH.
- H. Submit measurable reports, as agreed upon, to MNSure.
- I. Investigate and respond to all complaints received pertaining to DHS's handling of MNSure appeals and respond to complainant, copying MNSure's Authorized Representative.

### 2. **MNSure Duties:** MNSure Shall:

- A. Provide the consultation, coordination, and directive services of a full time MNSure Appeals Manager.
- B. Provide the design for public interfacing for MNSure eligibility appeals.
- C. Pay DHS in accordance with Clause I; and coordinate with DHS on direct charging for salaries utilizing for the following staff: human services judges, paralegal, support staff, and a supervisor human services judge. The direct charging for these staff will follow an agreed upon process for direct charging of staff through SEMA4 and will cover the time period from hire until a mutually agreed upon date to be determined prior to July 1, 2014. If no date for which direct charge will cease is amended into this Agreement prior to July 1, 2014, direct charge will only cover the time period through June 30, 2015.

**EXHIBIT E - Fair Hearing and Appeal Services**  
**STATEMENT OF WORK**

**I. DHS Tasks.**

1. Staffing and Training.

DHS will provide sufficient staffing levels necessary for adjudicating eligibility appeals and all other functions incorporated through this Agreement, in accordance with state and federal law and MNSure policies and procedures, provided, DHS may subcontract with OAH. DHS will monitor staffing levels **on an ongoing basis** and will preemptively identify options for filling staffing vacancies on short notice. DHS will monitor **on an ongoing basis** all staffing and training weakness and report the same upon identification to MNSure, which will actively identify potential solutions for DHS to explore.

2. Project Plan.

DHS will submit **bi-weekly** project plans to MNSure until June 30, 2015 or a later agreed upon date. MNSure will provide DHS with a template project plan to be populated, beginning one week after the final execution of this Agreement or upon a later date, if determined by MNSure's Authorized Representative. MNSure's Authorized Representative will be made available for assistance in developing and updating said project plan, upon request.

3. Adjudication.

DHS will adjudicate all MNSure eligibility appeals, provided, DHS may subcontract with the Office of Administrative Hearings (OAH) on:

- 3.1 Any MNSure determination of eligibility to enroll in a Qualified Health Plan (QHP) through MNSure, including redeterminations in accordance with 45 C.F.R. § 155.305 (a)-(b) (2013); 45 C.F.R. § 155.330 (2013); and 45 C.F.R. § 155.335 (2013);
- 3.2 Any MNSure determination of eligibility for and level of Advanced Payment Tax Credit (APTC), and eligibility for and level of Cost Sharing Reductions (CSR), including redeterminations in accordance with 45 C.F.R. § 155.305 (f)-(g) (2013); 45 C.F.R. § 155.330 (2013); and 45 C.F.R. § 155.335 (2013);
- 3.3 Any MNSure determination or redetermination of eligibility for employee and/or employer in a Small Business Health Option Program (SHOP) in accordance with 45 C.F.R. § 155.710 (a) (2013) and 45 C.F.R. § 155.710 (e) (2013);

- 3.4 Any MNSure determination or redetermination of a grant of certification attesting that, for the purposes of the individual responsibility penalty under section 5000A of the Internal Revenue Service Code of 1986, an individual is exempt from the individual requirement imposed, in accordance with 45 C.F.R. § 155.605 (2013);
- 3.5 Any MNSure determination to deny a request to vacate an appeal dismissal made pursuant to these rules by MNSure in accordance with 45 C.F.R. § 155.530(d)(2) (2013);
- 3.6 Any failure by MNSure to provide timely notice of an eligibility determination in accordance with 45 C.F.R. § 155.310 (g) (2013), 45 C.F.R. § 155.330 (e)(1)(ii) (2013), 45 C.F.R. § 155.335 (h)(ii) (2013), 45 C.F.R. § 155.610 (i) (2013) or 45 C.F.R. § 155.715 (e)-(f) (2013); and
- 3.7 In response to a notice sent by MNSure under 45 C.F.R. § 155.310 (h) (2013), a determination that an employer does not provide minimum essential coverage through an employer-sponsored plan or that the employer does provide coverage but is not affordable coverage with respect to an employee.

The adjudication of MNSure appeals will offer all procedural due process required by federal and state law; offer all accessibility rights under state and federal law; and will adhere to all final and proposed state and federal regulations governing the adjudication of MNSure appeals. **The adjudication will honor the timelines specified in state and federal law.** The adjudication includes “expedited appeals,” in accordance with 45 Code of Federal Regulations, part 155.540, and MNSure policies and procedures. The adjudication will include, but not be limited to, the following components:

- A written recommended decision;
- A telephone hearing, a videoconference hearing, or an in-person hearing, when required;
- A prehearing conference, if deemed necessary by the presiding judge;
- A scheduling order;
- A MNSure Order issued on behalf of the MNSure Board;
- Digital recording of the hearing;
- Language interpretation and translation services, where requested, provided, assistance from MNSure in exploring options for providing in-person interpretation when requested; and
- Compliance with all MNSure policies and procedures.

#### 4. Intake and Finalization

DHS will provide, at minimum, daily monitoring of the designated EDMS folder to check for new appeals forms and eligibility records to transfer from MNSure to



DHS. DHS will input all received MNSure appeals forms into the case management system (CMS), categorize and assign the appeal. If DHS subcontracts the appeal to OAH, it should transfer the appeal request form and eligibility records to OAH in a manner agreed upon in the subcontract. MNSure reserves the right to review appeal requests and informally resolve them internally.

If an appeal request arrives at DHS directly, DHS will record the date of arrival and contact MNSure's Authorized Representative for automated filing. If DHS receives an appeal request directly, it will enter the appeal request into the electronic appeal form available via the internet.

DHS will input the eligibility records received from MNSure and/or the appellant into the CMS or records management system. DHS is responsible for ensuring accumulation of the appeal record and its comprehensive retention, including the digital recording of the hearing.

Upon final order, DHS will input the entire Appeal record into the designated EDMS folder for MNSure to maintain.

5. Redaction

DHS will redact for public viewing a sizeable representative sample of MNSure Orders in accordance with state and federal data privacy laws. The size of the representative sample and the methodology for the sampling will be agreed upon by the parties and specified in the Project Plan.

DHS will carefully review each Order chosen for redaction so as to redact all identifying information on a case-by-case basis, in addition to redacting all standard identifiers. DHS will upload each redacted order to the decisions database designated by MNSure.

6. Sending and Maintaining Correspondence

Upon request, DHS will send all correspondence regarding filed MNSure appeals, including, but not limited to, an acknowledgement of receipt of appeal requests, hearing notices, decisions and MNSure Orders, and reconsideration requests to MNSure, provided, DHS may subcontract with OAH to perform these services. All correspondence related to MNSure appeals will use letterhead approved by MNSure's Authorized Representative, and will use the appropriate MNSure appeals correspondence template. **Correspondence that must be mailed in a "timely" manner will be sent on or before 10(ten) business days. Final Orders will be mailed within 1 (one) business day of finalization and always within 90 (ninety) days of receipt of request, as administratively feasible. Dismissals of expedited appeals and final Orders of expedited appeals will be sent within the timeframes as determined by the Secretary of the United States Department of**

**Health and Human Services.** A copy of all MNSure appeals correspondence will be retained in the case management system, as part of the appeal record. All correspondence related to MNSure appeals will be post-marked no later than one calendar day following the date listed on the MNSure appeals correspondence (i.e., all MNSure appeals correspondence post-marked on Monday will reflect Monday's date on the letter). DHS will investigate all returned MNSure appeals correspondence, and notify MNSure's Authorized Representative of all returned MNSure appeals and their respective resolutions within three business days of return. To the extent that DHS subcontracts the adjudication of certain appeals to OAH, OAH will be responsible for complying with the foregoing terms.

7. Reporting

DHS will submit to MNSure's Authorized Representative, **biweekly** reports to measure various metrics pertaining to MNSure appeals, including, but not limited to, number of appeals; number of hearings; timeliness or pending appeals; timeliness of finalized appeals; caseloads; requests for reconsideration, and any metrics measured by state and/or federal reporting needs or audits.

8. Investigation and Response to complaints

DHS will investigate and respond to all complaints received pertaining to DHS's handling of MNSure appeals and respond to complainant, copying MNSure's Authorized Representative, **within 30 days of receiving complaint**, per the policy and procedure developed according to this Statement.

9. Invoicing

DHS will submit to MNSure's Authorized Representative, **quarterly** itemized invoices unless otherwise stated in this Agreement.

II. **MNSure Tasks.**

1. Consultation, Coordination, and Direction

MNSure shall employ and provide a full-time MNSure Appeals Manager to consult, coordinate, and direct services under this Exhibit E. The MNSure Appeals Manager will coordinate the efforts of the parties under this Agreement; organize weekly meetings; serve as a subject matter expert for MNSure appeals; and generally be available to consult and provide direction on a need-be basis for DHS and OAH. In the absence of the MNSure Appeals Manager (e.g., vacation), an interim replacement will be identified.

2. Public Interfacing for MNSure appeals

MNsure will provide the sole public interfacing for MNsure appeals by making appeal information and materials available on its website and through outreach plans developed by MNsure.

3. Payment

MNsure will pay DHS and OAH upon acceptance by MNsure that the tasks and deliverables have been completed, and in accordance with the invoices of each respective agency and the costs as detailed above.

**EXHIBIT F - MNSURE COMPLIANCE PLAN**  
**MNsure-DHS Resource Sharing**

Business Function/Area	Description	Shared	MNsure	DHS	MN.IT	Comments
Eligibility-test cases	<p>Eligibility determinations are made on a common platform- the MNsure COTS. The primary testing approach will be the use of test cases (similar to user acceptance testing) and PERM/MECQ type testing. Reviewing the manual ID proofing will also necessary.</p> <p>Includes eligibility for the following:</p> <ol style="list-style-type: none"> <li>1. Medicaid (MA) and CHIP</li> <li>2. MNCRE (BHP)</li> <li>3. QHP - Subsidized</li> <li>4. QHP- Unsubsidized</li> <li>5. Catastrophic</li> <li>6. Employer</li> </ol>	X	480	320		<p>Assumptions:            20 Medicaid/MNCRE and 30 QHP (Subsidized/Unsubsidized/Individual/Employer/Employee) test cases per quarter or release, at 2 hour per test case  <u>Update February 2014:</u> Because of system limitations and their impact on eligibility, the number and complexity of test cases will need to be expanded beyond the minimum set by CMS            40 Medicaid/MNCRE and 60 QHP</p>
Eligibility-PERM/MECQ type testing	CMS-required testing. Randomly selection samples of approved and denied determinations for manual reperformance.		440	440		<p>Assumptions:            200 PERM/MECQ testing @ 2 hour per test and 40 hours planning, supervision, and report writing  <u>Update February 2014:</u> Because of system limitations and their impact on eligibility, the size of the sample will need to be expanded. In addition, an effort will need to be made to identify manual eligibility determinations. Here it is proposed that the sample size for public programs be doubled and an equivalent number of QHP cases be added.</p>

Business Function/Area	Description	Shared	MNsurre	DHS	MN.IT	Comments
Eligibility- Manual ID proofing	Customers that fail online verification must undergo manual ID proofing. Typically this involves providing a copy of a government issued ID (driver's license, state ID, passport)	X	60	60		200 Manual ID account verifications or 5 % of total Manual ID verifications whichever is larger @ 30 minutes per review and 20 hours planning, supervision, and report writing. Equally divided between MNsure and DHS
Enrollment	Includes enrollment for the following: 1. Medicaid (MA) and CHIP 2. MNCRE (BHP) 3. QHP - Subsidized 4. QHP- Unsubsidized 5. Catastrophic 6. Employer		400			Covered under eligibility testing. Note that Medicaid/MA/MNCRE enrollment occurs on DHS systems. <b>Update February 2014:</b> Because of system limitations many customers have had to be manually enrolled. Here the suggestion is to test the enrollment (e.g. trace back to an eligibility determination) of those manually enrolled. Suggested sample size 200 for QHP @2 hours per case.
SHOP	Include eligibility and enrollment of employers and employees.					Covered under eligibility and enrollment testing

Business Function/Area	Description	Shared	MNsurre	DHS	MN.IT	Comments
Finance- Budget/ Accounting	<p>MNsurre premium processing will be unique to MNsurre- DHS will not have an identical premium collection/payment process. The closest DHS will come to a similar premium processing is with MNCRE.</p> <p>Includes</p> <ol style="list-style-type: none"> <li>1. Billing clients and collection from clients</li> <li>2. Processing customer payments (cash, check, credit card) - includes use of DHS Cash Receipts Center</li> <li>3. Payment of collected premiums to insurance carriers</li> <li>4. Refunds to customers</li> <li>5. Payment of MNsurre purchases</li> <li>6. Payroll processing</li> <li>7. Reconciliation of premium processing between customers, IRS, and insurance customers</li> </ol>		310			<p>Assumptions:</p> <ol style="list-style-type: none"> <li>1. For billing, processing payments, refunds- selecting a sample of 50 customers and test billing, payment processing, and refunds @ 1 per case plus 30 hours planning, supervision, and report writing.</li> <li>2. Payments to carriers and reconciliation of premium processing (834/820 etc.) estimate 40 hours</li> <li>3. Payroll processing: 15 employees @ 30 minutes per test plus 10 hours planning, supervision, and report writing</li> </ol> <p><b>Update February 2014:</b> Because of system limitations the enrollment process had limited functionality. This resulted in many workarounds including manual process of enrollments. Consequently, the sample sizes should be significantly increased to match the increased risk in this area. Sample size for customer billing, premium processing should be 200. Refund testing should be 50 refunds. Because of the large number additional employees added at short notice and the complicated time schedules, test at least 30 employees.</p>
Information Technology- General Controls	<p>Primarily involves general IT controls. We will need to work with Pete Frank and Mark Mathison to determine who will update current documentation and oversee testing of IT controls especially security controls.</p> <p>Design and perform substantive tests in areas such as eligibility. Testing to begin concurrent with open enrollment.</p> <p>Documentation of the MARS-E, SSP, and SPR has begun as part of go-live certification. Updates and testing will continue during open enrollment.</p>	X			100	Likely to be done by an outside vendor?

Business Function/Area	Description	Shared	MNSure	DHS	MN.IT	Comments
Legal-Data Privacy	Involves the publication of data privacy policies and enforcement of these policies. This also includes review of separation of duties in the roles in use for the COTS application. The primary enforcement tool will be the non-participant audit logs. Sanjay Raval is involved in this. It will require MNSure and DHS to develop analytics to be used to ensure minimum necessary access to PII data by employees.	X	480	480		Assumptions: Extensive labor intensive process until ArcSight or alternative reporting mechanisms are developed. 4 days a month
Navigator, Assistor, and Broker	MNSure certified Navigators, Assistors and Brokers but they can sign up Medicaid customers as well. The NABs are spread out all over the 87 counties and will require some level on onsite visits for compliance purposes. MNSure has received grant funds to pay for outreach. DHS has a NAB program through the Assister Resource Center	X	350	350		Assumptions: 1. A significant number of site visits (30?) to ensure compliance with NAB policy. 30 visits @ 10 hours per visit plus 40 hours planning, supervising, report writing. Site visits even split between MNSure and DHS. 2. Grant administration compliance 15 grants @ 10 hours per grant plus 30 hours planning, supervising, and report writing. Same effort at MNSure and DHS.
Plan/Provider Management	There is no intention to audit Commerce. Rather at some point an attestation will be sought to cover controls over the certification process. I understand DHS may also have some interaction with insurance carriers. This involves the certification of plans to participate in MNSure. A preliminary step is the review of the plans by MN Dept. of Commerce prior to certification by MNSure.		40			Assumptions: 1. Negotiate attestation with Commerce- 20 hours 2. Review of certification process - 20 including planning, supervision, and report writing
Customer Service-Call Center	Both MNSure and DHS have call centers. The call centers have been coordinating their responses to phone calls.	X				TBD

Business Function/Area	Description	Shared	MNSure	DHS	MN.IT	Comments
Legal- Appeals	Includes appeals of determination of eligibility including for tax credits. Appeals are submitted to MNSure but are actually heard by DHS under contract. There is a chance that DHS might subcontract some appeals to the Office of Administrative Hearings. Once at DHS, appeals are split between Medicaid/MA and MNCRE/BHP appeals and those related to QHPs.	X	35	35		Assumptions: 1. Review a sample of appeals for timeliness of processing. 50 appeals @ 1 hour per appeal, plus 20 hours planning, supervision, and report writing. Evenly split between MNSure and DHS
Legal- Compliance	Investigations of allegations of fraud 1. Reports via compliance email 2. Reports via CRM tool 3. Reports from other agencies 4. Report compilation		240			Assumptions: 1. 20 hours per month
Finance- Grant Management	These funds are subject to the Single Audit Act and will require a traditional grant review. MNSure received or will have received over \$120 million for the establishment of the exchange. Because MNSure did not exist until the Spring of 2013 it relied on Commerce and MMB for administrative support.		40			Assumptions: Review controls around grants for fiscal 2014- 40 hours
Finance- Procurement	The funds received to establish MNSure were primarily used to purchase computer hardware and software. As with grant management, prior to July 1, 2013, MNSure relied on Commerce and MMB for administrative support in the procurement function.		40			Assumptions 1. PO review (fiscal 2014)- 40 hours
Board and Federal Relations	This is MNSure 7 member board. It has several advisory committees composed of members of the public selected by the board.					TBD
Public Relations	Involves branding, legislative operations, and media coordination.					TBD
Legal-General	General legal					TBD



Business Function/Area	Description	Shared	MNsure	DHS	MN.IT	Comments
Risk Assessments	<p>Each business area will conduct risk assessments on key processes within that business area.</p> <ol style="list-style-type: none"> <li>1. Eligibility and enrollment</li> <li>2. SHOP</li> <li>3. Provider/Plan Management</li> <li>4. Finance-premium processing</li> <li>5. Finance- Vendor Payments</li> <li>6. Finance- Payroll</li> <li>7. Admin- Procurement</li> <li>8. Admin- HR</li> <li>9. Navigator Broker Assister</li> <li>10. Legal- Appeals</li> <li>11. Legal- Data Privacy and Security</li> <li>12. Legal-Compliance</li> </ol>		360			<p>Assumptions: 30 hours per risk assessment, including risk brainstorming, ranking, control identification, documentation. 30 x 12</p>
User role evaluation/Separation of duties	Detailed reviews of MNsure application and SWIFT roles for separation of duties issues.		60	60		For the MNsure system, multiple reviews as roles are developed. For SWIFT, primarily finance and procurement related reviews.
<b>Total Hours</b>			<b>3,335</b>	<b>1,745</b>	<b>100</b>	

**EXHIBIT G - Eligibility and Enrollment Activities**

Activity	MA	MinnesotaCare	QHP with Subsidy	QHP w/o Subsidy
<b>General</b> Answer questions regarding MNsure (Manual) Answer eligibility questions (Manual) Respond to requests for an application (Partially automated) Help individual complete an application, if requested (Partially automated) Accept paper application (Manual) Enter paper application data into the MNsure system (Manual) Check existing MA/MinnesotaCare coverage (Automated) Request missing data for paper application, if applicable (Partially automated) Determine and request verification(s) needed, if any (Automated) Accept requested data/verification and enter into MNsure system, if applicable (Manual) Determine eligibility (Partially automated) Screen for potential non-MAGI MA eligibility (Automated) Determine eligibility for non-MAGI MA, if needed (Done in MAXIS) Issue eligibility results notice (Automated)	MHCP Member Help Desk	MHCP Member Help Desk/Health Care Eligibility Operations (HCEO)	MNsure Contact Ctr	MNsure Contact Ctr
	MHCP Member Help Desk/HCEO	MHCP Member Help Desk/HCEO	MNsure Contact Ctr All	MNsure Contact Ctr HCEO/HCEO
	All	All	MNsure Contact Ctr All	MNsure Contact Ctr HCEO
	MNsure Contact Ctr All/Navigator/In person assisters	MNsure Contact Ctr All/Navigator/In person assisters HCEO	MNsure Contact Ctr All/Navigator/In Person Assistors	MNsure Contact Ctr HCEO/Navigator/In Person Assistors
				HCEO(HCEO)MNsure Ops
	HCEO	HCEO	HCEO	HCEOMNsure Ops
	DHS's IVR/EVS/MN-ITS	DHS's IVR/EVS/MN-ITS	MNsure system	MNsure system
	MNsure system All	MNsure system All	MNsure system All	MNsure system HCEOMNsure Ops
	MNsure system	MNsure system	MNsure system	MNsure system
	All	All	All	HCEO MNsure Ops
<b>Application</b> Determine eligibility (Partially automated) Screen for potential non-MAGI MA eligibility (Automated) Determine eligibility for non-MAGI MA, if needed (Done in MAXIS) Issue eligibility results notice (Automated)	All	MNsure system	MNsure system	MNsure system
	MNsure system	MNsure system	MNsure system	N/A
	County/Tribe	N/A	N/A	N/A
	MNsure system	MNsure system	MNsure system	MNsure system

Activity	MA	MinnesotaCare	QHP with Subsidy	QHP w/o Subsidy	
Post-eligibility	Accept requested data/verification and enter into MNSure system, if applicable (Manual)	All	All	HCEOMNSure Ops	
	MA collect TPL information and enter into MMIS (Manual)	County/Tribe	N/A	N/A	
	MA cost-effective insurance determination (Manual)	County/Tribe/DHS Benefit Recovery Section	N/A	N/A	N/A
	MA referral to medical support, as needed (Manual)	County/Tribe	N/A	N/A	N/A
	Determine eligibility for MA payment of LTC, if applicable (Done in MAXIS)	County/Tribe	N/A	N/A	N/A
Appeals	Accept MinnesotaCare and QHP premium, as needed (Partially automated)	N/A	MNSure system HCEO	N/A	
	Accept appeal request (Partially automated)	MNSure system HCEO	MNSure system	MNSure system HCEOMNSure Ops	
	Follow-up with individual to determine if appeal can be resolved (i.e., informal resolution process) (Manual)	County/Tribe HCEO	HCEOHCEO	MNSure Ops	MNSure Ops
	Prepare appeal summary (Manual)	HCEO	HCEOHCEO	MNSure Ops	MNSure Ops
	Participate in appeal hearing (Manual)	HCEO	HCEOHCEO	MNSure Ops	MNSure Ops
Health Plan Enrollment	Continue benefits during appeal process, if appropriate (Manual)	MNSure system County/Tribe	MNSure system HCEO	MNSure system HCEOMNSure Ops	
	Enter order/decision into MNSure system (Manual)	MNSure system County/Tribe	MNSure system HCEO	MNSure system HCEO MNSure Ops	
	Determine if MA individual is exempt from managed care (Automated)	MNSure system	N/A	N/A	N/A
	Assist individual with health plan enrollment (Partially automated)	County/Tribe/Navigator/In Person Assistants	HCEOHCEO/Navigator/In Person Assistants	MNSure system Navigator/In Person Assistants	MNSure system Navigator/In Person Assistants
	Notify health plan of individual's choice (Automated/Manual)	MMIS	MMIS	MNSure system(Automated) MNSure (Manual)	MNSure system(Automated) MNSure Ops

Changes	Activity	MA	Minnesota Care	QHP with Subsidy	QHP w/o Subsidy
Renewals	Accept reports of changes in circumstances from Individual (Manual)	All	All	All	HCEOMnsure-Ops
	Ex parte renewal process (Under development)	MNsure system	MNsure system	MNsure system	MNsure system
	Issue pre-populated renewal or renewal letter (Under development)	MNsure system	MNsure system	MNsure system	MNsure system
	Accept paper pre-populated renewal or renewal letter (Manual)	County/Tribe	HCEOHCEO	HCEOHCEO MNsure Ops	HCEOMnsure-Ops
	Enter changes reported on paper pre-populated renewal or renewal letter into the MNsure system (Manual)	County/Tribe	HCEOHCEO	HCEOHCEO MNsure Ops	HCEOMnsure-Ops
	Request missing data for paper pre-populated renewal or renewal letter, if applicable (Under development)	MNsure system	MNsure system	MNsure system	MNsure system
	Determine and request verification(s) needed, if any (Under development)	MNsure system	MNsure system	MNsure system	MNsure system
	Accept requested data/verification and enter into MNsure system, if applicable (Manual)	County/Tribe	HCEO	HCEOHCEO MNsure Ops	HCEOMnsure-Ops
	Determine eligibility (Under development)	MNsure system	MNsure system	MNsure system	MNsure system
	Issue eligibility results notice (Under development)	MNsure system	MNsure system	MNsure system	MNsure system
Certificates of Exemption	Answer questions regarding exemptions (Manual)	N/A	N/A	N/A	N/A
	Accept requests for an exemption (Automated)	N/A	N/A	N/A	N/A
	Determine eligibility for an exemption (Automated)	N/A	N/A	N/A	N/A
	Issue certificate of exemption (Automated)	N/A	N/A	N/A	N/A
	Maintain case, if applicable (Under development)	N/A	N/A	N/A	N/A

**STATE OF MINNESOTA  
DEPARTMENT OF HUMAN SERVICES & MNsure  
INTERAGENCY AGREEMENT  
Amendment # 1**

THIS INTERAGENCY AGREEMENT, and amendments and supplements, is between the State of Minnesota, acting through its Executive Director of the Minnesota Insurance Marketplace (hereinafter “MNsure”) and the Commissioner of the Minnesota Department of Human Services (hereinafter “DHS”).

**WHEREAS**, MNsure, the state health benefit exchange as described in section 1311 of the federal Patient Protection and Affordable Care Act, Public Law 111-148 is empowered to enter into interagency agreements pursuant to Minnesota Statutes, section 471.59, subdivision 10;

**WHEREAS**, DHS is empowered to enter into interagency agreements pursuant to Minnesota Statutes, section 471.59, subdivision 10;

**WHEREAS**, MNsure and DHS executed an interagency agreement (“Agreement”) for certain services on December 3, 2014; and

**WHEREAS**, MNsure and DHS are willing to amend Agreement as identified below.

**THEREFORE**, the Parties agree as follows:

**REVISION 1.** Section 1.3, B. is amended as follows:

2. MNsure’s authorized representative in regards to procurement services is ~~Kevin Marsh~~ Michael Turpin, Deputy Director of Operations MNsure General Counsel, or his successor.

**REVISION 2.** Section 1.8, D. shall be deleted in its entirety as follows:

**~~D. Attorney General Representation for MNsure DHS Appeals.~~**

- ~~1. DHS and MNsure shall collaborate regarding shared and separate legal representation from the Minnesota Office of Attorney General (“AGO”)~~
- ~~2. MNsure shall not make legal proceeding decisions that have financial implications for DHS.~~
- ~~3. MNsure shall share information with DHS prior to sharing information with the AGO.~~
- ~~4. DHS’ authorized representative in regards to AGO communications is~~

~~Gregory Gray, Chief Compliance Officer, or his successor.~~

~~5. MNsire's authorized representative in regards to AGO communications is Jessica Kennedy, Appeals Manager, or her successor.~~

**REVISION 3.** Section 10 shall be deleted in its entirety and replaced with the following:

DHS and MNsire hereby incorporate by reference the separately executed Amended MNsire Data Sharing Agreement, executed on August 23, 2013 by DHS and MNsire ("Data Sharing Agreement"). DHS and MNsire respectively agree that each party shall fully comply with the terms of the Data Sharing Agreement when carrying out any duties or obligations identified in this Agreement.

IN WITNESS WHEREOF, the parties have caused this contract to be duly executed intending to be bound thereby

APPROVED:

**1. STATE ENCUMBRANCE VERIFICATION**

*Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05*

By: C. Gray

Date: 1/7/15

SWIFT Contract No: 87413

SWIFT PO #: 3000000869

**2. DHS**

By: [Signature]

Title: Deputy Commissioner

Date: 1/8/15

**3. MNSURE**

By: Katherine Burns  
*With delegated authority*

Title: Chief Operating Officer

Date: 1/8/15

**Amendment #2 to IAK%87413**

Contract Start Date:	July 1, 2014	Total Contract Amount:	\$4,533,400
Original Contract Expiration Date:	June 30, 2015	Original Contract:	\$4,533,400
Current Contract Expiration Date:	June 30, 2015	Previous Amendment(s) Total:	\$0.00
Requested Contract Expiration Date:	June 30, 2017	This Amendment:	\$0.00

This amendment is by and between the State of Minnesota, through its Commissioner of Minnesota Department of Human Services, Disability Services Division ("DHS") and through its Executive Director of the Minnesota Insurance Marketplace ("MNSure").

**Recitals**

1. DHS has an interagency agreement with the MNSure identified as IAK%87413 ("Original Interagency Agreement") to provide standard, centralized administrative services for MNSure to enable administrative efficiency
2. DHS and MNSure wish to exercise the option to amend the Agreement according to Clause 8. "Amendments" of the Original Agreement.
3. MNSure and DHS wish to amend the Agreement to extend the expiration date of the Original Agreement.
4. DHS and MNSure are willing to amend the Original Interagency Agreement as stated below.

Therefore, the Parties agree as follows:

**Contract Amendment**

In this Amendment, changes to pre-existing Contract language will use ~~strike through~~ for deletions and underlining for insertions.

**Revision 1.** Clause 1.2 "Payroll and Accounts Payable" paragraph B(2) is amended as follows:

**1.2 Payroll and Accounts Payable**

**B. Authorized Representatives**

2. MNSure's authorized representative in regards to payroll and accounts payable services is ~~Jackie Miller~~ Hanh Tran, Accounting Director, or her successor.

**Revision 2.** Clause 1.4 "Management Services" paragraph B(2) is amended as follows:

**1.4 Management Services**

**B. Authorized Representatives**

2. MNSure's authorized representative in regards to procurement services is ~~Kevin Marsh, Procurement Coordinator~~ Mike Turpin, General Counsel, or his successor.

**Revision 3.** Clause 1.10 "Receipts Center" paragraph B(2) is amended as follows:

**1.10 Receipts Center**

**B. Authorized Representatives**

2. MNSure's authorized representative in regards to payroll and accounts payable services is ~~Jackie Miller~~ Hanh Tran, Accounting Director, or her successor.

**Revision 4.** Clause 1.11 "Issuance Operations Center" paragraph B(2) is amended as follows:

**1.11 Issuance Operations Center**

**B. Authorized Representatives**

2. MNSure's authorized representative in regards to payroll and accounts payable services is ~~Jackie Miller~~ Hanh Tran, Accounting Director, or her successor.

**Revision 5.** Clause 2.1 "Standard IT Support" paragraphs A and B(1) are amended as follow:

**2.1 Standard IT Support**

- A. **Scope of Work.** DHS shall provide standard IT support services for MNSure as defined and authorized in the ~~FY2015~~ current MNSure/MN.IT@DHS service level agreement.

**B. Authorized Representatives**

1. DHS' authorized representative in regards to IT support services is ~~Tom Baden~~ Scott Peterson and Alex Kotze, Chief Information Officer and Chief Financial Officer, or their successor.

**Revision 6.** Clause 2.2 "MNSure System Support" paragraph A is amended as follow:

**2.2 MNSure System Support**

- A. **Scope of Work.** DHS through its MN.IT@DHS shall be the technical lead for federally approved MNSure technology projects as defined and authorized in the ~~FY2015~~ current MNSure/MN.IT@DHS service level agreement.

**Revision 7.** Clause 3 "Consideration and Terms of Payment" paragraph A is amended as follows:

**3. CONSIDERATION AND TERMS OF PAYMENT**

- A. **Consideration.** Consideration for all services performed by DHS pursuant to this Agreement shall be paid by the MNSure in accordance with the allocations set forth in Clause 1 "DHS' DUTIES" and Clause 2 "PARTIES' DUTIES – IT SERVICES" of this Agreement, and Exhibit A, which is attached and incorporated into this Agreement.

**Revision 8.** Clause 5 "Terms of Agreement" is amended as follows:



5. **TERMS OF AGREEMENT.** This Agreement shall be effective on **July 1, 2014**, without regard to the Execution Date of this Agreement, and shall remain in effect through ~~June 30, 2015~~ **June 30, 2017**, or until all obligations set forth in this Agreement have been satisfactorily fulfilled, whichever occurs first. **Upon the Execution Date of this Agreement, all previous agreements between DHS and MNSure for goods and services covered by this Agreement shall terminate and be replaced by this Agreement. All previous agreements between DHS and MNSure for goods and services not covered by this Agreement shall remain in full force and effect.**

**Revision 9.** Clause 10 "Information Privacy Protection" is amended as follows:

- 10. INFORMATION PRIVACY PROTECTION.** DHS and MNSure hereby incorporated by reference the separately executed Amended MNSure Data Sharing Agreement, executed on August 23, 2013, as amended, by DHS and MNSure ("Data Sharing Agreement"). DHS and MNSure respectively agree that each party shall fully comply with the terms of the Data Sharing Agreement when carrying out any duties or obligation identified in this Agreement.

**EXCEPT AS AMENDED HEREIN, THE TERMS AND CONDITIONS OF THE ORIGINAL AGREEMENT AND ALL PREVIOUS AMENDMENTS REMAIN IN FULL FORCE AND EFFECT. IF THIS AMENDMENT IS NOT FULLY EXECUTED BEFORE THE EXPIRATION DATE OF THE ORIGINAL AGREEMENT, IDENTIFIED AS INTERAGENCY AGREEMENT IAK%87413, THE ORIGINAL AGREEMENT AND ANY PREVIOUS AMENDMENTS ARE HEREBY INCORPORATED INTO THIS AMENDMENT BY REFERENCE.**



# EXHIBIT A - FY2015 Interagency Agreement Budget - As Amended in Amendment No. 2

II-A Section (i.e. services to be provided)	Basis for Amount Charged	Authorized Representative		Original Maximum Charge Amount			Amended Maximum Charge Amount		
		MNSure / Marty Cammack	DHS / Alex Kotze	FY 2015	FY 2016	FY 2017	FY 2015	FY 2016	FY 2017
1.1 Human Resources	Fixed	Katie Burns	Connie Jones	200,000	0	0	200,000	200,000	200,000
1.2 Payroll & Accounts Payable	Fixed	Hahn Tran	Terri Engel	100,000	0	0	100,000	100,000	100,000
1.3 Procurement	Fixed	Mike Turpin Kevin-Marsh	Mike LaValle	100,000	0	0	100,000	100,000	100,000
1.4 Management Services	Fixed	Mike Turpin Kevin-Marsh	Linda Nelson	25,000	0	0	25,000	25,000	25,000
1.5 Financial Operations	Variable	Marty Cammack	Alex Kotze	100,000	0	0	100,000	100,000	100,000
1.6 Background Studies	Variable	Mike Turpin	Jerry Kerber	25,000	0	0	25,000	25,000	25,000
1.7 Internal Audits	Variable	John Nyanjom	Gary Johnson	100,000	0	0	100,000	100,000	100,000
1.8 Appeals	Variable	Jessica Kennedy	Darwin Lookingbill	540,000	0	0	540,000	540,000	540,000
1.9 Health Care Administration - QHP unassisted	Fixed	Katie Burns	Nathan Morocco	300,000	0	0	300,000	300,000	300,000
1.10 Receipts Center	Variable	Hanh Tran Jackie-Miller	Don Mulgrew	200,000	0	0	200,000	200,000	200,000
1.11 Issuance Operations Center	Variable	Hanh Tran Jackie-Miller	Lane Gerber	250,000	0	0	250,000	250,000	250,000
<b>Total Non-IT Services</b>				<b>1,940,000</b>	<b>0</b>	<b>0</b>	<b>1,940,000</b>	<b>1,940,000</b>	<b>1,940,000</b>
2.1 Standard IT Support (to MNSure employees)	Fixed	Marty Cammack	Tom- Baden Scott Peterson/Alex Kotze	375,000	0	0	375,000	375,000	375,000
2.2 Mnsure System Support (by @DHS employees) * Direct Payroll Costs (up to \$4,500,000) * Standard IT support charge (\$200,000)	Variable up to Fixed	Marty Cammack	Tom- Baden Scott Peterson/Alex Kotze	2,124,000 94,400	0 0	0 0	2,124,000 94,400	2,124,000 94,400	2,124,000 94,400
<b>Total IT Services</b>				<b>2,593,400</b>			<b>2,593,400</b>	<b>2,593,400</b>	<b>2,593,400</b>
<b>Total Interagency Agreement</b>				<b>4,533,400</b>	<b>0</b>	<b>0</b>	<b>4,533,400</b>	<b>4,533,400</b>	<b>4,533,400</b>

### Amendment #3 to IAk%87413

Contract Start Date:	July 1, 2014	Total Contract Amount:	\$34,042,400
Original Expiration Date:	June 30, 2015	Original Contract Amount:	\$4,533,400
Current Expiration Date:	June 30, 2017	Previous Amendments Total	\$0.00
Requested Expiration Date:	N/A	This Amendment:	\$29,509,000

This Amendment is by and between the State of Minnesota, through its Executive Director of the Minnesota Insurance Marketplace ("MNsure"), and the Commissioner of Minnesota Department of Human Services ("DHS").

#### Recitals

1. DHS has an Interagency Agreement with MNsure, identified as IAk%87413 (Original Interagency Agreement"), to provide standard, centralized administrative services to MNsure to enable administrative efficiency.
2. DHS and MNsure wish to exercise the option to amend the Agreement according to Clause 8. "Amendments" of the Original Agreement.
3. MNsure and DHS are willing to amend the Original Interagency Agreement as stated below.

Therefore, the Parties agree as follows:

#### Contract Amendment

In this Amendment, changes to pre-existing Contract language will use ~~strike through~~ for deletions and underlining for insertions.

**REVISION 1.** Clause 1 "PARTIES' DUTIES – NON-IT SERVICES", Section 1.4 "Management Services" is amended as follow:

#### 1. PARTIES' DUTIES – NON-IT SERVICES

##### 1.4 Management Services

A. **Scope of Work.** ~~DHS shall provide badge security, parking, and space planning services to MNsure.~~ DHS shall provide physical security consulting and advising, and, facilities planning services to MNsure. DHS shall also provide access badge creation services, related reporting, and access management for state employees and state contractors who need access into DHS locations.

##### B. Authorized Representatives.

1. DHS' authorized representative in regards to management services is Linda Nelson, Management Services Director, or her successor.

2. MNsured's authorized representative in regards to management services is Krista Fink, Privacy and Security Manager, or her successor Kevin Marsh, Procurement Coordinator, or his successor.
  3. Each representative shall have final authority for acceptance of management services of the other party and shall have responsibility to insure that all payments due to the other party with respect to management services are made pursuant to the terms of this Agreement
- C. **Consideration.** Consideration for all management services performed by DHS pursuant to this Agreement shall be paid by MNsured at an annual cost of twenty five thousand dollars (\$25,000.00), unless otherwise stated in Exhibit A as amended.

REVISION 2. Clause 1 "PARTIES' DUTIES – NON-IT SERVICES" is being amended to add Section 1.12 "Equal Opportunity and Access" as follow:

1. **PARTIES' DUTIES – NON-IT SERVICES**

**1.12 Equal Opportunity and Access.**

- A. **Scope of Work.** Upon request from MNsured, DHS' Equal Opportunity and Access Division shall provide translation and limited English proficiency related duties for both MNsured and joint MNsured/DHS publications.
1. DHS shall prepare the Application for Health Coverage and Help Paying Costs, document DHS-6696, and related attachments for translation.
  2. DHS shall coordinate and contract for translation services, proofread translated documents for MNsured, and finalize translated documents.
- B. **Authorized Representatives.**
1. DHS' authorized representative in regards to translation services is Zecharias Hailu, Equal Opportunity and Access Director, or his successor.
  2. MNsured's authorized representative in regards to translation services is David Rowley, General Counsel, or his successor.
  3. Each representative shall have final authority for acceptance of translation services of the other party and shall have responsibility to insure that all payments due to the other party with respect to translation services are made pursuant to the terms of this Agreement
- C. **Consideration.** Consideration for all translation services performed by DHS pursuant to this Agreement shall be paid by MNsured at an annual cost of ten thousand dollars (\$10,000), unless otherwise stated in Exhibit A as amended.

REVISION 3. Clause 2 "PARTIES' DUTIES – IT SERVICES" is amended as follows:

**2. PARTIES' DUTIES – IT SERVICES.**

**2.1 Standard IT Support**

- A. **Scope of Work.** DHS shall provide standard IT support services for MNSure as defined and authorized in the current MNSure/MN.IT@DHS service level agreement
- B. **Authorized Representatives.**
1. DHS' authorized representative in regards to IT support services is ~~Scott Peterson and Alex Kotze, Chief Information Officer and Chief Financial Officer,~~ or their her successor.
  2. MNSure's authorized representative in regards to IT support services is Kari Koob, Chief Financial Officer, or her successor ~~Marty Cammack, Chief Financial Officer, or his successor.~~
  3. Each representative shall have final authority for acceptance of IT support services of the other party and shall have responsibility to insure that all payments due to the other party with respect to IT support services are made pursuant to the terms of this Agreement
- C. **Consideration.** Consideration for all IT support services performed by DHS pursuant to this Agreement shall be paid by MNSure at an annual cost of three hundred seventy-five thousand dollars (\$375,000.00), unless otherwise stated in Exhibit A as amended.

**2.2 MNSure System Support Operations**

- A. **Scope of Work.** DHS through its MN.IT@DHS shall be the technical lead for federally approved MNSure technology projects as defined and authorized in the current MNSure/MN.IT@DHS service level agreement.
1. The MNSure system ~~development and~~ operations shall be managed collaboratively by MNSure and DHS.
  2. ~~Any MN.IT development work shall be detailed and priced separately from this Agreement.~~

32. Any additional work beyond the service level agreement referenced above shall require an amendment to this Agreement including fiscal considerations associated with the change.

**B. Authorized Representatives.**

1. DHS' authorized representative in regards to MNSure System Operations Support services is ~~Tom Baden and Alex Kotze, Chief Information Officer and Chief Financial Officer, or their her successor.~~
2. MNSure's authorized representative in regards to MNSure System Operations Support services is Karl Koob, Chief Financial Officer, or her successor Marty Cammack, Chief Financial Officer, or his successor.
3. Each representative shall have final authority for acceptance of MNSure System Operations Support services of the other party and shall have responsibility to insure that all payments due to the other party with respect to MNSure System Operations Support services are made pursuant to the terms of this Agreement.

**C. Consideration.** Consideration for all MNSure System Operations Support services performed by DHS pursuant to this Agreement shall be paid by MNSure as follows: ~~based on actual direct payroll costs as measured by Time Tracker Code 4005 multiplied by 47.2% (the MNSure/CCEO Grant share) at an annual not-to-exceed cost of two million one hundred twenty four thousand dollars (\$2,124,000.00), unless otherwise stated in Exhibit A as amended.~~

1. Consideration for all standard IT support services performed by DHS pursuant to this Agreement shall be paid by MNSure at an annual not-to-exceed cost of ninety-four thousand dollars (\$94,000.00), unless otherwise stated in Exhibit A as amended.
2. In State Fiscal Years (SFY) 2016 and 2017, consideration for all MNSure System Operations services performed by DHS pursuant to this Agreement shall be paid by MNSure in accordance with the federally approved DHS Public Assistance Cost Allocation Plan ("PACAP") and the line item budget set forth in Exhibit A, as amended.

**2.3 MNSure System Development.**

- A. Scope of Work.** DHS through its MN.IT@DHS shall provide ongoing MNSure System Development services associated with the establishment and implementation of MNSure's state-based Health Insurance Exchange as authorized in the current MNSure/MN.IT@DHS service level agreement. MNSure System Development work is governed by the Interagency Executive Steering Committee ("ESC"), a joint decision making body.

1. MNsure system development services and activities shall be managed collaboratively by MNsure and DHS when carrying out duties and obligations defined within this Section.
2. Any MN.IT development work shall be detailed and priced separately from this Agreement.
3. Any additional work beyond the service level agreement referenced above shall require an amendment to this Agreement including fiscal considerations associated with the change.

**B. Authorized Representatives.**

1. DHS' authorized representative in regards to MNsure System Development services is Alex Kotze, Chief Financial Officer, or her successor.
2. MNsure's authorized representative in regards to MNsure System Development services is Kari Koob, Chief Financial Officer, or her successor.
3. Each representative shall have final authority for acceptance of MNsure System Development services of the other party and shall have responsibility to insure that all payments due to the other party with respect to MNsure System Development services are made pursuant to the terms of this Agreement

- C. Consideration.** Consideration for all ongoing MNsure System Development services performed by DHS pursuant to this Agreement shall be paid by MNsure based on the federally approved DHS Public Assistance Cost Allocation Plan ("PACAP") and in accordance with the line item budget set forth in Exhibit A, as amended.

REVISION 4. Clause 3 "DHS PUBLIC HEALTH CARE PROGRAMS" is amended as follows:

**3. DHS PUBLIC HEALTH CARE PROGRAMS.**

- A. Scope.** DHS and MNsure acknowledge that under an Interagency Agreement titled "Interagency Services Agreement for MNsure Participation in the Administration of the Minnesota State Plan or Services Under Title XIX" and dated November 3<sup>rd</sup>, 2014, which is incorporated into this Agreement by reference, each party has separate and independent obligations related to MNsure's role in DHS' public health care programs.

1. Under the above referenced Interagency Agreement, MNsure has a separate obligation to provide enrollment activities, including eligibility determination, case management, policy renewal, outreach, and post-eligibility to DHS for Minnesotans seeking benefits under DHS' public health care programs, including Medical Assistance and MinnesotaCare.



2. The Parties acknowledge that services provided by MNSure under the above referenced Interagency Agreement benefits DHS' public health care programs.

**B. Estimated Payments.** Under the above referenced Interagency Agreement, the Parties acknowledge that DHS has a separate and independent obligation to pay MNSure for MNSure business operations costs attributable to the DHS' public health care programs according to the DHS Public Assistance Cost Allocation Plan ("PACAP"). The estimated amounts are as follows:

1. SFY2015: \$6,844,000
2. SFY2016: \$9,609,000
3. SFY2017: \$14,350,000

The amounts specified in this Section are estimates only. This Agreement does not obligate DHS to pay MNSure the amounts estimated this Section for any service performed in this Agreement or the Interagency Agreement referenced in Paragraph of this Clause.

REVISION 5. Clause 4 "CONSIDERATION AND TERMS OF PAYMENT" is amended as follows:

**34. CONSIDERATION AND TERMS OF PAYMENT**

**A. Payment Structure.**

1. Clause 1 Parties' Duties – Non-IT Services. Consideration for all services performed by DHS under Clause 1 of this Agreement represents MNSure's payment to DHS for DHS administrative cost attributable to MNSure's private health care programs.
2. Clause 2 Parties' Duties – IT Services. Consideration for all services performed by DHS under Clause 2 of this Agreement represents MNSure's payment to DHS for MN.IT information technology costs attributable to MNSure's private health care programs.
3. Clause 3 DHS Public Health Care Programs. Clause 3 of this Agreement represents DHS' separate and independent obligation to pay MNSure for MNSure business operations costs attributable to the DHS' public health care programs. This Agreement does not obligate DHS to pay MNSure the amounts estimated in Clause 3 for any service performed in this Agreement or the Interagency Agreement referenced in Clause 3.
4. Payment Methodology. Payments made and invoices submitted between DHS and MNSure shall be in accordance with the DHS Public Assistance Cost Allocation Plan ("PACAP") methodology and associated Central Office Cost Allocation System ("COCAS") policies and procedures, and in accordance with Centers for Medicare & Medicaid Services' ("CMS") advance planning documents ("APDs") associated with Minnesota's Medicaid Eligibility Determination System ("MEDS"), which are hereby incorporated into this Agreement by reference.

- AB.** **Consideration.** Consideration for all services performed by DHS pursuant to this Agreement shall be paid by the MNSure in accordance with the allocations set forth in ~~Clause 1 "DHS' DUTIES" of this Agreement and Clause 2 "PARTIES' DUTIES - IT SERVICES",~~ and Exhibit A, which is attached and incorporated into this Agreement.
- BC.** **Terms of Payment.** Payment shall be made by the MNSure on a quarterly basis within thirty (30) fifteen (15) days after DHS has presented invoices for services performed to MNSure. DHS shall present invoices to MNSure within forty five (45) days after each calendar quarter end.
- CD.** **Total Obligation.**
1. **Non-IT Services.** The total obligation of MNSure for all compensation and reimbursements to DHS for non-IT related services under this Agreement shall not exceed **one million nine hundred forty thousand dollars (\$1,940,000.00).**
  2. **IT Services.** The total obligation of MNSure for all compensation and reimbursements to DHS for IT related services under this Agreement shall not exceed **two million five hundred ninety three thousand four hundred dollars (\$2,593,400.00).**
- E.** **Advance Payments.** MNSure's and DHS' Chief Financial Officer, or their successor, may, based on estimated invoices, authorize advance payments between MNSure and DHS for the limited purpose of addressing cash flow issues resulting from quarterly PACAP and COCAS procedures. Advance payments made under this Section must be settled against the next invoice and shall not exceed line item amounts set forth in Exhibit A, Interagency Agreement Budget.

**REVISION 6.** The following clause headings are amended as follows:

- 45.** **CONDITIONS OF PAYMENT.**
- 56.** **TERMS OF AGREEMENT.**
- 67.** **CANCELLATION.**
- 78.** **ASSIGNMENT.**
- 89.** **AMENDMENTS.**
- 910.** **LIABILITY,**

**REVISION 7.** Clause 11 "Information Privacy Protection" is amended as follows:

- 4011.** **INFORMATION PRIVACY PROTECTION.** DHS and MNSure hereby incorporate by reference the separately executed Amended MNSure Data Sharing Agreement, executed on ~~August 23, 2013~~ June 29, 2015, as amended, by DHS and MNSure ("Data Sharing Agreement"), or the applicable successive Data Sharing Agreement executed by the Parties. DHS and MNSure respectively agree that each party shall fully comply with the terms of the applicable Data Sharing Agreement when carrying out any duties or obligation identified in this Agreement.

**EXCEPT AS AMENDED HEREIN, THE TERMS AND CONDITIONS OF THE ORIGINAL AGREEMENT AND ALL PREVIOUS AMENDMENTS REMAIN IN FULL FORCE AND EFFECT.**

IN WITNESS WHEREOF, the parties have caused this contract to be duly executed intending to be bound thereby

APPROVED:

**1. STATE ENCUMBRANCE VERIFICATION**

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05

By: C. Sigler

Date: 10/9/15

SWIFT Contract No: IAK87413.3

SWIFT PO #: 5616 3-1059

**2. DHS**

By: [Signature]  
With delegated authority

Title: Deputy Commissioner

Date: 12/3/15

**3. MNSURE**

By: Kathleen Bura  
With delegated authority

Title: Chief Operating Officer

Date: 12/8/15

**Distribution:**  
Requesting Agency – Original (fully executed) contract  
Providing Agency  
Contracting, Procurement & Legal Compliance

## EXHIBIT A Interagency Agreement Budget - As Amended in Amendment No. 23

II.A Section (i.e. services to be provided)	Basis for Amount Charged	Authorized Representative		Original Maximum Charge Amount			Amended Maximum Charge Amount		
		Minsure / Marty Cammack	DHS / Alex Kotze	FY 2015	FY 2016	FY 2017	FY 2015	FY 2016	FY 2017
1.1 Human Resources	Fixed	Katie Burns	Connie Jones	200,000	200,000	200,000	200,000	200,000	200,000
1.2 Payroll & Accounts Payable	Fixed	Hanh Tran	Terri Engel	100,000	100,000	100,000	100,000	100,000	100,000
1.3 Procurement	Fixed	Mike Turpin	Mike LaVelle	100,000	100,000	100,000	100,000	100,000	100,000
1.4 Management Services	Fixed	Mike Turpin	Linda Nelson	25,000	25,000	25,000	25,000	25,000	25,000
1.5 Financial Operations	Variable	Marty Cammack	Alex Kotze	100,000	100,000	100,000	100,000	300,000	300,000
1.6 Background Studies	Variable	Mike Turpin	Jerry Kerber	25,000	25,000	25,000	25,000	25,000	25,000
1.7 Internal Audits	Variable	John Nyanjom	Gary Johnson	100,000	100,000	100,000	100,000	100,000	100,000
1.8 Appeals	Variable	Jessica Kennedy	Darwin Lookingbill	540,000	540,000	540,000	540,000	540,000	540,000
1.9 Health Care Administration - QHP unassisted	Fixed	Katie Burns	Nathan Moracco	300,000	300,000	300,000	300,000	200,000	200,000
1.10 Receipts Center	Variable	Hanh Tran	Don Mulgrew	200,000	200,000	200,000	200,000	90,000	90,000
1.11 Issuance Operations Center	Variable	Hanh Tran	Lane Gerber	250,000	250,000	250,000	250,000	250,000	250,000
1.12 Equal Opportunity and Access	Fixed	David Rowley	Zacharias Hallu	0	0	0	0	10,000	10,000
<b>Total Non-IT Services</b>				<b>1,940,000</b>	<b>1,940,000</b>	<b>1,940,000</b>	<b>1,940,000</b>	<b>1,940,000</b>	<b>1,940,000</b>
2.1 Standard IT Support (to Minsure employees)	Fixed	Kari Koob	Alex Kotze	375,000	375,000	375,000	375,000	375,000	375,000
2.2 Minsure System Support Operations (by @DHS employees) * Direct Payroll Costs (up to \$4,500,000) <sup>1</sup> * Standard IT support charge (\$200,000) <sup>1</sup> * Ongoing Systems Operation	Variable up to fixed in accordance with federally approved PACAP	Kari Koob	Alex Kotze	2,124,000	2,124,000	2,124,000	2,124,000	2,124,000	0
2.3 Minsure System Development	Variable in accordance with federally approved PACAP	Kari Koob	Alex Kotze	94,400	94,400	94,400	94,400	94,400	0
<b>Total IT Services</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>17,409,000</b>	<b>4,200,000</b>
<b>Total Interagency Agreement</b>				<b>4,533,400</b>	<b>4,533,400</b>	<b>4,533,000</b>	<b>2,593,400</b>	<b>18,995,000</b>	<b>6,634,000</b>
				<b>4,533,400</b>	<b>4,533,400</b>	<b>4,533,000</b>	<b>4,533,400</b>	<b>20,935,000</b>	<b>8,574,000</b>

**Amendment #4 to IAK%87413**

Contract Start Date:	July 1, 2014	Total Contract Amount:	\$34,042,400
Original Expiration Date:	June 30, 2015	Original Contract Amount:	\$4,533,400
Current Expiration Date:	June 30, 2017	Previous Amendments Total	\$29,509,000
Requested Expiration Date:	N/A	This Amendment:	\$0.00

This Amendment is by and between the State of Minnesota, through its Executive Director of the Minnesota Insurance Marketplace ("MNsure"), and the Commissioner of Minnesota Department of Human Services ("DHS").

**Recitals**

1. DHS has an Interagency Agreement with MNsure, identified as IAK%87413 (Original Interagency Agreement"), to provide standard, centralized administrative services to MNsure to enable administrative efficiency.
2. DHS and MNsure wish to exercise the option to amend the Agreement according to Clause 9. "Amendments" of the Original Agreement.
3. MNsure and DHS wish to amend Exhibit A of the Original Interagency Agreement to increase and decreased line item budgets for fiscal year (FY) 2016 based on actual expenditures.

Therefore, the Parties agree as follows:

**Contract Amendment**

In this Amendment, changes to pre-existing Contract language will use ~~strike-through~~ for deletions and underlining for insertions.

**REVISION 1.** Clause 4 "CONSIDERATION AND TERMS OF PAYMENT" is amended as follows:

**4. CONSIDERATION AND TERMS OF PAYMENT**

**A. Payment Structure.**

1. **Clause 1 Parties' Duties – Non-IT Services.** Consideration for all services performed by DHS under Clause 1 of this Agreement represents MNsure's payment to DHS for DHS administrative cost attributable to MNsure's private health care programs.
2. **Clause 2 Parties' Duties – IT Services.** Consideration for all services performed by DHS under Clause 2 of this Agreement represents MNsure's payment to DHS for MN.IT information technology costs attributable to MNsure's private health care programs.
3. **Clause 3 DHS Public Health Care Programs.** Clause 3 of this Agreement represents DHS' separate and independent obligation to pay MNsure for MNsure administrative costs attributable to the DHS' public health care programs. This

Agreement does not obligate DHS to pay MNsure the amounts estimated in Clause 3 for any service performed in this Agreement or the Interagency Agreement referenced in Clause 3.

4. **Payment Methodology.** Payments made and invoices submitted between DHS and MNsure shall be in accordance with the DHS Public Assistance Cost Allocation Plan ("PACAP") methodology and associated Central Office Cost Allocation System ("COCAS") policies and procedures, and in accordance with Centers for Medicare & Medicaid Services' ("CMS") advance planning documents ("APDs") associated with Minnesota's Medicaid Eligibility Determination System ("MEDS"), which are hereby incorporated into this Agreement by reference.
- B. **Consideration.** Consideration for all services performed by DHS pursuant to this Agreement shall be paid by the MNsure in accordance with the allocations set forth in Exhibit A, as amended, which is attached and incorporated into this Agreement.
  - C. **Terms of Payment.** Payment shall be made by the MNsure on a quarterly basis within fifteen (15) days after DHS has presented invoices for services performed to MNsure. DHS shall present invoices to MNsure within forty five (45) days after each calendar quarter end.
  - D. **Total Obligation.**
    1. **Non-IT Services.** The total obligation of MNsure for all compensation and reimbursements to DHS for non-IT related services under this Agreement shall not exceed ~~one million nine hundred forty thousand dollars (\$1,940,000.00)~~ five million four hundred twenty thousand dollars (\$5,420,000).
    2. **IT Services.** The total obligation of MNsure for all compensation and reimbursements to DHS for IT related services under this Agreement shall not exceed ~~two million five hundred ninety three thousand four hundred dollars (\$2,593,400.00)~~ twenty eight million six hundred twenty two thousand four hundred dollars (\$28,622,400).
  - E. **Advance Payments.** MNsure's and DHS' Chief Financial Officer, or their successor, may, based on estimated invoices, authorize advance payments between MNsure and DHS for the limited purpose of addressing cash flow issues resulting from quarterly PACAP and COCAS procedures. Advance payments made under this Section must be settled against the next invoice and shall not exceed line item amounts set forth in Exhibit A, Interagency Agreement Budget.

**EXCEPT AS AMENDED HEREIN, THE TERMS AND CONDITIONS OF THE ORIGINAL AGREEMENT AND ALL PREVIOUS AMENDMENTS REMAIN IN FULL FORCE AND EFFECT.**

IN WITNESS WHEREOF, the parties have caused this contract to be duly executed intending to be bound thereby

APPROVED:

**1. STATE ENCUMBRANCE VERIFICATION**

*Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05*

By: 

Date: 8-18-16

SWIFT Contract No: 87413

SWIFT PO #: 3-1059

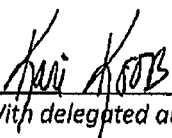
**2. DHS**

By:   
*With delegated authority*

Title: CFO

Date: 8/19/2016

**3. MNSURE**

By:   
*With delegated authority*

Title: CFO

Date: 8/17/2016

**Distribution:**

Requesting Agency – Original (fully executed) contract

Providing Agency

Contracting, Procurement & Legal Compliance



# EXHIBIT A Interagency Agreement Budget - As Amended in Amendment No. 34

II.A Section (i.e. services to be provided)	Basis for Amount Charged	Authorized Representative		Original Minimum Charge Amount			Amended Maximum Charge Amount		
		MINSure / Marty Cammack	DHS / Alex Kotze	FY 2015	FY 2016	FY 2017	FY 2015	FY 2016	FY 2017
1.1 Human Resources	Fixed	Katie Burns	Connie Jones	200,000	200,000	200,000	200,000	200,000	200,000
1.2 Payroll & Accounts Payable	Fixed	Hahn Tran	Terri Engel	100,000	100,000	100,000	100,000	100,000	100,000
1.3 Procurement	Fixed	Mike Turpin	Mike LaValle	100,000	100,000	100,000	100,000	100,000	100,000
1.4 Management Services	Fixed	Mike Turpin	Linda Nelson	25,000	25,000	25,000	25,000	25,000	25,000
1.5 Financial Operations	Variable	Marty Cammack	Alex Kotze	100,000	100,000	100,000	100,000	100,000	300,000
1.6 Background Studies	Variable	Mike Turpin	Jerry Kerber	25,000	25,000	25,000	25,000	25,000	25,000
1.7 Internal Audits	Variable	John Nyanjom	Gary Johnson	100,000	100,000	100,000	100,000	100,000	100,000
1.8 Appeals	Variable	Jessica Kennedy	Darwin Lookingbill	540,000	540,000	540,000	540,000	540,000	540,000
1.9 Health Care Administration - QHP unassisted	Fixed	Katie Burns	Nathan Morocco	300,000	300,000	300,000	300,000	200,000	200,000
1.10 Receipts Center	Variable	Hanh Tran	Don Mulgrew	200,000	200,000	200,000	200,000	90,000	90,000
1.11 Issuance Operations Center	Variable	Hanh Tran	Lane Gerber	250,000	250,000	250,000	250,000	250,000	250,000
1.12 Equal Opportunity and Access	Fixed	Mike Turpin	Zacharias Hailu	0	0	0	0	10,000	10,000
<b>Total Non-IT Services</b>				1,940,000	1,940,000	1,940,000	1,940,000	1,940,000	1,940,000
2.1 Standard IT Support (to MINSure employees)	Fixed	Marty Cammack	Scott Peterson/Alex Kotze	375,000	375,000	375,000	375,000	375,000	375,000
2.2 MINSure System Support Operations (by @DHS employees) * Direct Payroll Costs (up to \$4,500,000) <sup>1</sup> * Standard IT support charge (\$200,000) <sup>1</sup> * Ongoing Systems Operation	Variable up to not to exceed amount	Marty Cammack	Scott Peterson/Alex Kotze	2,124,000 94,400	2,124,000 94,400	2,124,000 94,400	2,124,000 94,400	2,124,000 94,400	0 0 2,059,000
2.3 MINSure System Development	Variable up to not to exceed amount	Marty Cammack	Scott Peterson/Alex Kotze	0	0	0	0	17,409,000	4,200,000
<b>Total IT Services</b>				2,599,400	2,599,400	2,599,400	2,599,400	2,599,400	6,634,000
<b>Total Interagency Agreement</b>				4,533,400	4,533,400	4,533,400	4,533,400	4,533,400	8,574,000



Minnesota Department of Human Services

Invoice Date: September 28, 2014

Invoice: Services provided to MnSure

Line Description	Interagency Agreement	Period	Amount
1 IT @DHS non-payroll expenditures*	General Start-up	QE 6/30/14	\$8,903 ✓
2 HCEA non-payroll expenditures*	General Start-up	QE 6/30/14	\$1,827 ✓
3 IT @DHS payroll expenditures-direct	On-going Operations	QE 6/30/14	\$329,468 ✓
4 IT @DHS payroll expenditures-indirect	On-going Operations	QE 6/30/14	\$32,334 ✓
5 Appeals Division expenditures	On-going Operations	QE 6/30/14	\$153,248 ✓
6 Audit Division expenditures	On-going Operations	QE 6/30/14	\$22,560 ✓
7 HCEO Div payroll expenditures	On-going Operations	QE 6/30/14	\$372,204 ✓
8 HCEA Division payroll expenditures	On-going Operations	QE 6/30/14	\$8,410 ✓
9 IPA/Navigator payroll expenditure	On-going Operations	QE 6/30/14	\$37,343 ✓
10 Human Resources Division expenditures	On-going Operations	QE 6/30/14	\$21,700 ✓
11 Financial Operations Div payroll expenditures	On-going Operations	QE 6/30/14	\$8,283 ✓
12 FOD - MnSure payroll processing	On-going Operations	QE 6/30/14	\$0 ✓
13 FOD - MnSure accounts payable processing	On-going Operations	QE 6/30/14	\$17,501 ✓
<b>Total</b>			<b>\$1,013,781</b>

DHS Receipt Center and Issuance Operations Center services are invoiced (and paid) on a monthly basis, separate from this process.

\*additional expenditures will be invoiced when the remainder of the associated open encumbrances are paid.

DHS invoice approval / date:

*Alexandra Kotze*  
Alexandra Kotze, Chief Financial Officer

MnSure payment approval / date:

*Wes Kooistra*  
Wes Kooistra, Acting Deputy Director of Operations

**Department of Human Services**

Invoice: Services provided to Mnsure OE 6/30/2014

Invoice Date: November 3, 2014

Line	Description	IDA	Period	Amount	Fund	APFD	APID	Rbfd	Ebfd	GL Acct	HSS SWIFT accounting
1	HCEA non-payroll expenditures**	General Start-up	QE 6/30/14	1,827.00	2360	H5511105	H551143		H5531926	420301	negative expenditure to HCEA FinDept
	Human Resources	On-going Operations	QE 6/30/14	21,700.00	1000	H5511132	H551052		H5531294	420301	negative expenditure to HR FinDept
	IT @DHS payroll expenditures-direct	On-going Operations	QE 6/30/14	329,468.00	2001	H5511104	H551406	H5511104		512605	revenue to Systems Fund
	IT @DHS payroll expenditures-indirect	On-going Operations	QE 6/30/14	32,334.00	2001	H5511104	H551406	H5511104		512605	revenue to Systems Fund
				361,802.00							
	Appeals Division expenditures	On-going Operations	QE 6/30/14	153,248.00	1000	H5511132	H551052		H5532590	420301	negative expenditure to Appeals FinDept
	Audit Division expenditures	On-going Operations	QE 6/30/14	22,560.00	1000	H5511132	H551052		H5531160	420301	negative expenditure to Audits FinDept
	HCEA Division payroll expenditures	On-going Operations	QE 6/30/14	1,294.00	1000	H5511077	H551300		H5531981	420301	negative expenditure to Mncare FinDept
	HCEA Division payroll expenditures	On-going Operations	QE 6/30/14	370,910.00	2360	H5511105	H551143		H5531926	420301	negative expenditure to Mncare FinDept
				372,204.00							
	HCEA Division payroll expenditures	On-going Operations	QE 6/30/14	2,767.00	1000	H5511077	H551300		H5531981	420301	negative expenditure to HCEA FinDept
	HCEA Division payroll expenditures	On-going Operations	QE 6/30/14	1,370.00	2360	H5511105	H551143		H5531926	420301	negative expenditure to HCEA FinDept
	HCEA Division payroll expenditures	On-going Operations	QE 6/30/14	4,273.00	2001	H5511104	H551406	H5511104		512605	revenue to Systems Fund
				8,410.00							
	IPA/Navigator payroll expenditure	On-going Operations	QE 6/30/14	37,343.00	2360	H5511105	H551143		H5531926	420301	negative expenditure IPA admin FinDept
	FOD general financial support	On-going Operations	QE 6/30/14	8,285.00	1000	H5511132	H551052		H5531567	420301	negative expenditure to FOD FinDept
	FOD MNSure accounts payable	On-going Operations	QE 6/30/14	17,501.00	1000	H5511132	H551052		H5531567	420301	negative expenditure to FOD FinDept
				25,786.00							
			Total	1,003,781.00							

\*\*additional expenditures will be invoiced when the remainder of the associated open encumbrances are paid.

H5509 001  
 DEPARTMENT OF HUMAN SERVICES  
 SWIFT - AR UNIT  
 PO BOX 64940  
 ST. PAUL MN 55164-0940



State of Minnesota  
 INVOICE

Customer No: H600100001  
 Payment Terms: Due in 30  
 Due Date: December 4, 2014  
 Invoice: 00000240356  
 Invoice Date: November 4, 2014  
 From Date: To Date:  
 Purchase Order:  
 Page: 1 of 3

Bill To:  
 MNsure  
 85 7TH PLACE EAST SUITE 300  
 ST PAUL MN 55101-2211

AMOUNT DUE: 1,013,781.00

For billing questions, please call 651-431-3769

Original

Line	Identifier	Description	Quantity	UOM	Unit Amt	Net Amount
1		IT @DHS non-payroll expenditur IT @DHS non-payroll expenditures* General Start-up	1.00	EA	8,903.00	8,903.00
2		HCEA non-payroll expenditures HCEA non-payroll expenditures* General Start-up	1.00	EA	1,827.00	1,827.00
3		Human Resources Human Resources On-going Operations	1.00	EA	21,700.00	21,700.00
4		IT @DHS payroll exp-direct IT @DHS payroll expenditures-direct On-going Operations	1.00	EA	329,468.00	329,468.00
5		IT @DHS payroll exp-indirect IT @DHS payroll expenditures-indirect On-going Operations	1.00	EA	32,334.00	32,334.00
6		Appeals Division expenditures Appeals Division expenditures On-going Operations	1.00	EA	153,248.00	153,248.00
7		Audit Division expenditures Audit Division expenditures On-going Operations	1.00	EA	22,560.00	22,560.00
8		HCEO Divison payroll expenditu HCEO Divison payroll expenditures On-going Operatons	1.00	EA	1,294.00	1,294.00
9		HCEO Divison payroll expenditu HCEO Divison payroll expenditures On-going Operations	1.00	EA	370,910.00	370,910.00
10		HCEA Division payroll expendit HCEA Division payroll expenditures On-going Operations	1.00	EA	2,767.00	2,767.00
11		HCEA Division payroll expendit HCEA Division payroll expenditures On-going Operations	1.00	EA	1,370.00	1,370.00
12		HCEA Division payroll expendit HCEA Division payroll expenditures On-going Operations	1.00	EA	4,273.00	4,273.00
13		IPA/Navigator payroll expendit IPA/Navigator payroll expenditure On-going Operations	1.00	EA	37,343.00	37,343.00
14		FOD general financial support	1.00	EA	8,283.00	8,283.00



State of Minnesota  
INVOICE

Invoice: 00000240356  
Invoice Date: November 4, 2014  
Page: 3 of 3

Line	Identifier	Description	Quantity	UOM	Unit Amt	Net Amount
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Address Change? If yes, Check box.   
Write correct address on back.

Amount Due: 1,013,781.00

Please Remit To:  
DEPARTMENT OF HUMAN SERVICES  
SWIFT  
PO BOX 64835  
ST. PAUL MN 55164-0835

Amount Remitted

H5509 H600300001ZZZZZ 0 00000240356ZZZZZZZZZZ 7 0101378100

Signed Copy



Minnesota Department of Human Services

Invoice: Services provided to MnSure

Invoice Date: May 6, 2014

Line	Description	Interagency Agreement	Period	Amount
1	IT @DHS non-payroll expenditures*	General Start-up	QE 3/31/14	0
2	HCEA non-payroll expenditures*	General Start-up	QE 3/31/14	4,798
3	IT @DHS payroll expenditures-direct	On-going Operations	QE 3/31/14	179,191
4	IT @DHS payroll expenditures-indirect	On-going Operations	QE 3/31/14	26,540
5	Appeals Division expenditures	On-going Operations	QE 3/31/14	170,066
6	Audit Division expenditures	On-going Operations	QE 3/31/14	10,655
7	MnCare Operations Div payroll expenditures	On-going Operations	QE 3/31/14	139,057
8	HCEA Division payroll expenditures	On-going Operations	QE 3/31/14	26,530
9	IPA/Navigator payroll expenditure	On-going Operations	QE 3/31/14	37,343
10	Human Resources Division expenditures	On-going Operations	QE 3/31/14	3,606
11	Continue Improvement project expenditures	One-time	QE 3/31/14	41,052

Total 587,786 *should be 5/6 638,838*

DHS Receipt Center and Issuance Operations Center services are invoiced (and paid) on a monthly basis, separate from this process.

\*additional expenditures will be invoiced when the remainder of the associated open encumbrances are paid.

DHS Invoice approval / date:

Alexandra Kotze, Chief Financial Officer

MnSure payment approval / date:

Barb Juellich, Chief Financial Officer.



Minnesota Department of Human Services

Invoice Date: May 5, 2014

Invoice: Services provided to MnSure

Line	Description	Interagency Agreement	Period	Amount
1	IT @DHS non-payroll expenditures*	General Start-up	QE 3/31/14	\$0
2	HCEA non-payroll expenditures*	General Start-up	QE 3/31/14	\$4,798
3	IT @DHS payroll expenditures-direct	On-going Operations	QE 3/31/14	\$179,191
4	IT @DHS payroll expenditures-indirect	On-going Operations	QE 3/31/14	\$26,540
5	Appeals Division expenditures	On-going Operations	QE 3/31/14	\$170,066
6	Audit Division expenditures	On-going Operations	QE 3/31/14	\$10,655
7	HCEO Div payroll expenditures	On-going Operations	QE 3/31/14	\$139,057
8	HCEA Division payroll expenditures	On-going Operations	QE 3/31/14	\$26,530
9	IPA/Navigator payroll expenditure	On-going Operations	QE 3/31/14	\$37,343
10	Human Resources Division expenditures	On-going Operations	QE 3/31/14	\$3,606
11	Continue Improvement project expenditures	On-going Operations	QE 3/31/14	\$41,052
<b>Total</b>				<b>\$638,838</b>

DHS Receipt Center and Issuance Operations Center services are invoiced (and paid) on a monthly basis, separate from this process.

\*additional expenditures will be invoiced when the remainder of the associated open encumbrances are paid.

DHS invoice approval / date:

MnSure payment approval / date:

Alexandra Kotze, Chief Financial Officer

Wes Koolstra, Acting Deputy Director of Operations







**State of Minnesota  
INVOICE**

Invoice: 00000207453  
 Invoice Date: May 19, 2014  
 Page: 2 of 3

Line	Identifier	Description	Quantity	UOM	Unit Amt	Net Amount
MnCare Operations Divison payroll expenditures; On-going Operations; QE 12/31/13						
15		MnCare Operations Divison payr	1.00	EA	136,998.00	136,998.00
MnCare Operations Divison payroll expenditures; On-going Operations; QE 12/31/13						
16		HCEA Divison payroll expendit	1.00	EA	15,395.00	15,395.00
HCEA Divison payroll expenditures; On-going Operations; QE 12/31/13						
17		HCEA Divison payroll expendit	1.00	EA	7,932.00	7,932.00
HCEA Divison payroll expenditures; On-going Operations; QE 12/31/13						
18		HCEA Divison payroll expendit	1.00	EA	3,203.00	3,203.00
HCEA Divison payroll expenditures; On-going Operations; QE 12/31/13						
19		IPA/Navigator payroll expendit	1.00	EA	37,343.00	37,343.00
IPA/Navigator payroll expenditure; On-going Operations; QE 12/31/13						
<b>Subtotal:</b>						<b>638,837.82</b>

**Amount Due: 638,837.82**

When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction.  
 When we use information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as the same day we receive your payment, and you will not receive your check back from your financial institution.  
 This information is available in alternative formats to individuals with disabilities by calling 651-431-3769. TTY users can call through Minnesota Relay at (800) 627-3529. For Speech-to-Speech, call (877) 627-3848.  
 For additional assistance with legal rights and protections for equal access to human services programs, contact your agency's ADA coordinator.



State of Minnesota  
INVOICE

Invoice: 00000207453  
Invoice Date: May 19, 2014  
Page: 3 of 3

Line	Identifier	Description	Quantity	UOM	Unit Amt	Net Amount
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Address Change? If yes, Check box.   
Write correct address on back.

Amount Due: 638,837.82

Please Remit To:  
DEPARTMENT OF HUMAN SERVICES  
SWIFT  
PO BOX 64835  
ST. PAUL MN 55164-0835

Amount Remitted

H5509 H600100001ZZZZZ 0 00000207453ZZZZZZZZZZ 7 0063883782



Minnesota Department of Human Services

Invoice: Services provided to MnSure

Invoice Date: March 7, 2014

Line	Description	Interagency Agreement	Period	Amount
1	IT @DHS payroll expenditures	General Start-up	QE 9/30/13	160,982
2	IT @DHS non-payroll expenditures*	General Start-up	QE 9/30/13	175,004
3	IT @DHS non-payroll expenditures*	General Start-up	QE 12/31/13	62,709
4	HCEA non-payroll expenditures*	General Start-up	QE 9/30/13	4,241
5	HCEA non-payroll expenditures*	General Start-up	QE 12/31/13	67,296
6	Appeals Division payroll expenditures	Appeals Staff-up	QE 9/30/13	68,324
7	IT @DHS payroll expenditures	On-going Operations	QE 12/31/13	245,162
8	Appeals Division expenditures	On-going Operations	QE 12/31/13	52,762
9	Audit Division expenditures	On-going Operations	QE 12/31/13	14,769
10	MnCare Operations Division payroll expenditures	On-going Operations	QE 12/31/13	642,429
11	HCEA Division payroll expenditures	On-going Operations	QE 12/31/13	90,857
12	IPA/Navigator payroll expenditure	On-going Operations	QE 12/31/13	8,256
			<b>Total</b>	<b>1,592,791</b>

DHS Receipt Center and Issuance Operations Center services are invoiced (and paid) on a monthly basis, separate from this process.

\*additional expenditures will be invoiced when the remainder of the associated open encumbrances are paid.

DHS invoice approval / date:

*Alexandra Kotze* 3/20/14  
Alexandra Kotze, Chief Financial Officer

MnSure payment approval / date:

*Barb Juelich* 3/20/14  
Barb Juelich, Chief Financial Officer

Department of Human Services

Invoice: Services provided to MinSure

Invoice Date: March 7, 2014

Line	Description	IAA	Period	Amount	Fund	APFD	APID	RBF#	FBED	GL Acct	HSS SW/FT accounting
1	IT @DHS payroll expenditures	General Start-up	QE 9/30/13	169,982.00	2001	H5511104	H551406	H5511104		512605	revenue to Systems Fund
2	IT @DHS non-payroll expenditures*	General Start-up	QE 9/30/13	175,004.00	2001	H5511104	H551406	H5511104		512605	revenue to Systems Fund
3	IT @DHS non-payroll expenditures*	General Start-up	QE 12/31/13	62,709.00	2001	H5511104	H551406	H5511104		512605	revenue to Systems Fund
4	HCEA non-payroll expenditures*	General Start-up	QE 9/30/13	127.23	1000	H5511077	H551300		H5532112	420301	negative expenditure to HCEA FinDept
5	HCEA non-payroll expenditures*	General Start-up	QE 9/30/13	42.41	1000	H5511077	H551300		H5531991	420301	negative expenditure to HCEA FinDept
6	HCEA non-payroll expenditures*	General Start-up	QE 9/30/13	127.23	1000	H5511077	H551300		H5531992	420301	negative expenditure to HCEA FinDept
7	HCEA non-payroll expenditures*	General Start-up	QE 9/30/13	127.23	1000	H5511077	H551300		H5531993	420301	negative expenditure to HCEA FinDept
8	HCEA non-payroll expenditures*	General Start-up	QE 9/30/13	127.23	1000	H5511077	H551300		H5531994	420301	negative expenditure to HCEA FinDept
9	HCEA non-payroll expenditures*	General Start-up	QE 9/30/13	127.23	1000	H5511077	H551300		H5531997	420301	negative expenditure to HCEA FinDept
10	HCEA non-payroll expenditures*	General Start-up	QE 9/30/13	127.23	1000	H5511077	H551300		H5531998	420301	negative expenditure to HCEA FinDept
11	HCEA non-payroll expenditures*	General Start-up	QE 9/30/13	42.41	1000	H5511077	H551300		H5531999	420301	negative expenditure to HCEA FinDept
12	HCEA non-payroll expenditures*	General Start-up	QE 9/30/13	127.23	1000	H5511077	H551300		H5532000	420301	negative expenditure to HCEA FinDept
13	HCEA non-payroll expenditures*	General Start-up	QE 9/30/13	127.23	1000	H5511077	H551300		H5532001	420301	negative expenditure to HCEA FinDept
14	HCEA non-payroll expenditures*	General Start-up	QE 9/30/13	424.10	1000	H5511077	H551300		H5532023	420301	negative expenditure to HCEA FinDept
15	HCEA non-payroll expenditures*	General Start-up	QE 9/30/13	169.64	2360	H5511105	H551143		H5531940	420301	negative expenditure to HCEA FinDept
16	HCEA non-payroll expenditures*	General Start-up	QE 9/30/13	169.64	2360	H5511105	H551143		H5531941	420301	negative expenditure to HCEA FinDept
17	HCEA non-payroll expenditures*	General Start-up	QE 9/30/13	169.64	2360	H5511105	H551143		H5531943	420301	negative expenditure to HCEA FinDept
18	HCEA non-payroll expenditures*	General Start-up	QE 9/30/13	177.23	2360	H5511105	H551143		H5531945	420301	negative expenditure to HCEA FinDept
19	HCEA non-payroll expenditures*	General Start-up	QE 9/30/13	84.82	2360	H5511105	H551143		H5531946	420301	negative expenditure to HCEA FinDept
20	HCEA non-payroll expenditures*	General Start-up	QE 9/30/13	169.64	2360	H5511105	H551143		H5531947	420301	negative expenditure to HCEA FinDept
21	HCEA non-payroll expenditures*	General Start-up	QE 9/30/13	42.41	2360	H5511105	H551143		H5531948	420301	negative expenditure to HCEA FinDept
22	HCEA non-payroll expenditures*	General Start-up	QE 9/30/13	169.64	2360	H5511105	H551143		H5531950	420301	negative expenditure to HCEA FinDept
23	HCEA non-payroll expenditures*	General Start-up	QE 9/30/13	127.23	2360	H5511105	H551143		H5532025	420301	negative expenditure to HCEA FinDept
24	HCEA non-payroll expenditures*	General Start-up	QE 9/30/13	42.41	2360	H5511105	H551143		H5532027	420301	negative expenditure to HCEA FinDept
25	HCEA non-payroll expenditures*	General Start-up	QE 9/30/13	381.69	2360	H5511105	H551143		H5532063	420301	negative expenditure to HCEA FinDept
26	HCEA non-payroll expenditures*	General Start-up	QE 9/30/13	127.23	2360	H5511105	H551143			512605	revenue to Systems Fund
27	HCEA non-payroll expenditures*	General Start-up	QE 9/30/13	933.02	2001	H5511104	H551403	H5511104			
				4,241.00							
28	HCEA non-payroll expenditures*	General Start-up	QE 12/31/13	672.96	1000	H5511077	H551300		H5531991	420301	negative expenditure to HCEA FinDept
29	HCEA non-payroll expenditures*	General Start-up	QE 12/31/13	2,018.88	1000	H5511077	H551300		H5531992	420301	negative expenditure to HCEA FinDept
30	HCEA non-payroll expenditures*	General Start-up	QE 12/31/13	2,018.88	1000	H5511077	H551300		H5531993	420301	negative expenditure to HCEA FinDept
31	HCEA non-payroll expenditures*	General Start-up	QE 12/31/13	2,018.88	1000	H5511077	H551300		H5531994	420301	negative expenditure to HCEA FinDept
32	HCEA non-payroll expenditures*	General Start-up	QE 12/31/13	2,018.88	1000	H5511077	H551300		H5531997	420301	negative expenditure to HCEA FinDept
33	HCEA non-payroll expenditures*	General Start-up	QE 12/31/13	2,018.88	1000	H5511077	H551300		H5531998	420301	negative expenditure to HCEA FinDept
34	HCEA non-payroll expenditures*	General Start-up	QE 12/31/13	672.96	1000	H5511077	H551300		H5531999	420301	negative expenditure to HCEA FinDept
35	HCEA non-payroll expenditures*	General Start-up	QE 12/31/13	2,018.88	1000	H5511077	H551300		H5532000	420301	negative expenditure to HCEA FinDept
36	HCEA non-payroll expenditures*	General Start-up	QE 12/31/13	6,729.60	1000	H5511077	H551300		H5532001	420301	negative expenditure to HCEA FinDept
37	HCEA non-payroll expenditures*	General Start-up	QE 12/31/13	2,018.88	1000	H5511077	H551300		H5532023	420301	negative expenditure to HCEA FinDept
38	HCEA non-payroll expenditures*	General Start-up	QE 12/31/13	2,018.88	1000	H5511077	H551300		H5532112	420301	negative expenditure to HCEA FinDept
39	HCEA non-payroll expenditures*	General Start-up	QE 12/31/13	2,691.84	2360	H5511105	H551143		H5531941	420301	negative expenditure to HCEA FinDept
40	HCEA non-payroll expenditures*	General Start-up	QE 12/31/13	2,691.84	2360	H5511105	H551143		H5531943	420301	negative expenditure to HCEA FinDept
41	HCEA non-payroll expenditures*	General Start-up	QE 12/31/13	2,691.84	2360	H5511105	H551143		H5531945	420301	negative expenditure to HCEA FinDept
42	HCEA non-payroll expenditures*	General Start-up	QE 12/31/13	1,845.92	2360	H5511105	H551143		H5531946	420301	negative expenditure to HCEA FinDept
43	HCEA non-payroll expenditures*	General Start-up	QE 12/31/13	2,691.84	2360	H5511105	H551143		H5531947	420301	negative expenditure to HCEA FinDept
44	HCEA non-payroll expenditures*	General Start-up	QE 12/31/13	672.96	2360	H5511105	H551143		H5531948	420301	negative expenditure to HCEA FinDept
45	HCEA non-payroll expenditures*	General Start-up	QE 12/31/13	2,691.84	2360	H5511105	H551143		H5531950	420301	negative expenditure to HCEA FinDept
46	HCEA non-payroll expenditures*	General Start-up	QE 12/31/13	2,691.84	2360	H5511105	H551143				

**Department of Human Services**

Invoice: Services provided to MnSure

Invoice Dates: March 7, 2014

Line	Description	IAA	Period	Amount	Fund	APFD	APID	RBFD	EBFD	SL Acc	HSS SMIFT account/ID
47	HCEA non-payroll expenditures*	General Start-up	QE 12/31/13	2,018.88	2360	H5511105	H551143		H5531951	420301	negative expenditure to HCEA FinDept
48	HCEA non-payroll expenditures*	General Start-up	QE 12/31/13	672.96	2360	H5511105	H551143		H5532025	420301	negative expenditure to HCEA FinDept
49	HCEA non-payroll expenditures*	General Start-up	QE 12/31/13	2,018.88	2360	H5511105	H551143		H5532063	420301	negative expenditure to HCEA FinDept
50	HCEA non-payroll expenditures*	General Start-up	QE 12/31/13	6,056.64	2360	H5511105	H551143		H5532067	420301	negative expenditure to HCEA FinDept
51	HCEA non-payroll expenditures*	General Start-up	QE 12/31/13	14,805.12	2001	H5511104	H551403	H5511104		512605	revenue to Systems Fund
				67,296.00							
52	Appeals Division payroll expenditures	Apprais Staff-up	QE 9/30/13	68,324.00	1000	H5511132	H551052		H5532590	420301	negative expenditure to Appeals FinDept
53	IT @DHS payroll expenditures	On-going Operations	QE 12/31/13	745,762.00	2001	H5511104	H551406	H5511104		512605	revenue to Systems Fund
54	Appeals Division expenditures	On-going Operations	QE 12/31/13	52,762.00	1000	H5511132	H551052		H5532590	420301	negative expenditure to Appeals FinDept
55	Audit Division expenditures	On-going Operations	QE 12/31/13	14,769.00	1000	H5511132	H551052		H5531100	420301	negative expenditure to Audits FinDept
56	MnCare Operations Division payroll expenditures	On-going Operations	QE 12/31/13	642,429.00	2360	H5511077	H551143		H5531397	420301	negative expenditure to MnCare FinDept
57	HCEA Division payroll expenditures	On-going Operations	QE 12/31/13	908.57	1000	H5511077	H551300		H5531991	420301	negative expenditure to HCEA FinDept
58	HCEA Division payroll expenditures	On-going Operations	QE 12/31/13	2,725.71	1000	H5511077	H551300		H5531992	420301	negative expenditure to HCEA FinDept
59	HCEA Division payroll expenditures	On-going Operations	QE 12/31/13	2,725.71	1000	H5511077	H551300		H5531993	420301	negative expenditure to HCEA FinDept
60	HCEA Division payroll expenditures	On-going Operations	QE 12/31/13	2,725.71	1000	H5511077	H551300		H5531994	420301	negative expenditure to HCEA FinDept
61	HCEA Division payroll expenditures	On-going Operations	QE 12/31/13	2,725.71	1000	H5511077	H551300		H5531997	420301	negative expenditure to HCEA FinDept
62	HCEA Division payroll expenditures	On-going Operations	QE 12/31/13	2,725.71	1000	H5511077	H551300		H5531998	420301	negative expenditure to HCEA FinDept
63	HCEA Division payroll expenditures	On-going Operations	QE 12/31/13	908.57	1000	H5511077	H551300		H5531999	420301	negative expenditure to HCEA FinDept
64	HCEA Division payroll expenditures	On-going Operations	QE 12/31/13	2,725.71	1000	H5511077	H551300		H5532000	420301	negative expenditure to HCEA FinDept
65	HCEA Division payroll expenditures	On-going Operations	QE 12/31/13	2,725.71	1000	H5511077	H551300		H5532001	420301	negative expenditure to HCEA FinDept
66	HCEA Division payroll expenditures	On-going Operations	QE 12/31/13	9,085.70	1000	H5511077	H551300		H5532023	420301	negative expenditure to HCEA FinDept
67	HCEA Division payroll expenditures	On-going Operations	QE 12/31/13	2,725.71	1000	H5511077	H551300		H5532112	420301	negative expenditure to HCEA FinDept
68	HCEA Division payroll expenditures	On-going Operations	QE 12/31/13	3,634.28	2360	H5511105	H551143		H5531940	420301	negative expenditure to HCEA FinDept
69	HCEA Division payroll expenditures	On-going Operations	QE 12/31/13	3,634.28	2360	H5511105	H551143		H5531941	420301	negative expenditure to HCEA FinDept
70	HCEA Division payroll expenditures	On-going Operations	QE 12/31/13	3,634.28	2360	H5511105	H551143		H5531943	420301	negative expenditure to HCEA FinDept
71	HCEA Division payroll expenditures	On-going Operations	QE 12/31/13	2,725.71	2360	H5511105	H551143		H5531945	420301	negative expenditure to HCEA FinDept
72	HCEA Division payroll expenditures	On-going Operations	QE 12/31/13	1,847.14	2360	H5511105	H551143		H5531946	420301	negative expenditure to HCEA FinDept
73	HCEA Division payroll expenditures	On-going Operations	QE 12/31/13	3,634.28	2360	H5511105	H551143		H5531947	420301	negative expenditure to HCEA FinDept
74	HCEA Division payroll expenditures	On-going Operations	QE 12/31/13	908.57	2360	H5511105	H551143		H5531948	420301	negative expenditure to HCEA FinDept
75	HCEA Division payroll expenditures	On-going Operations	QE 12/31/13	3,634.28	2360	H5511105	H551143		H5531950	420301	negative expenditure to HCEA FinDept
76	HCEA Division payroll expenditures	On-going Operations	QE 12/31/13	2,725.71	2360	H5511105	H551143		H5531951	420301	negative expenditure to HCEA FinDept
77	HCEA Division payroll expenditures	On-going Operations	QE 12/31/13	908.57	2360	H5511105	H551143		H5532025	420301	negative expenditure to HCEA FinDept
78	HCEA Division payroll expenditures	On-going Operations	QE 12/31/13	2,725.71	2360	H5511105	H551143		H5532063	420301	negative expenditure to HCEA FinDept
79	HCEA Division payroll expenditures	On-going Operations	QE 12/31/13	8,177.13	2360	H5511105	H551143		H5532067	420301	negative expenditure to HCEA FinDept
80	HCEA Division payroll expenditures	On-going Operations	QE 12/31/13	19,988.54	2001	H5511104	H551403	H5511104		512605	revenue to Systems Fund
				90,857.00							
81	IPA/Navigator payroll expenditure	On-going Operations	QE 12/31/13	1,128.00	1000	H5511077	H551300		H5531984	420301	negative expenditure IPA admin FinDept
82	IPA/Navigator payroll expenditure	On-going Operations	QE 12/31/13	4,128.00	2360	H5511105	H551143		H5531930	420301	negative expenditure IPA admin FinDept
				8,256.00							
				<b>Total</b>							
				<b>1,597,791.00</b>							

\*additional expenditures will be invoiced when the remainder of the associated open encumbrances are paid.

DEPARTMENT OF HUMAN SERVICES  
 SWIFT - AR UNIT  
 PO BOX 64940  
 ST. PAUL, MN 55164-0940  
 United States  
 651/431-3788



State of Minnesota  
**INVOICE**

Customer No: H600100001  
 Payment Terms: Due in 30  
 Due Date: 4/6/2014  
 Invoice: 00000195325  
 Invoice Date: 3/7/2014

Bill To:  
 MNsure  
 ATTN: BARB JUELICH  
 85 7TH PLACE EAST SUITE 300  
 ST PAUL MN 55101-2211

Purchase order:  
 Page: 1 of 5

**AMOUNT DUE: 1,592,791.00 USD**

For billing questions, please call: 651-431-3769

Original

Line	Description	Quantity	UOM	Msg	Unit Amt	Net Amount
1	IT @DHS payroll expenditures	1.00	EA		160,982.00	160,982.00
	IT @DHS payroll expenditures; General Start-up; QE 9/30/13					
2	IT @DHS non-payroll expenditur	1.00	EA		175,004.00	175,004.00
	IT @DHS non-payroll expenditures*; General Start-up; QE 9/30/13					
3	IT @DHS non-payroll expenditur	1.00	EA		62,709.00	62,709.00
	IT @DHS non-payroll expenditures*; General Start-up; QE 12/31/13					
4	HCEA non-payroll expenditures	1.00	EA		127.23	127.23
	HCEA non-payroll expenditures*; General Start-up; QE 9/30/13					
5	HCEA non-payroll expenditures	1.00	EA		42.41	42.41
	HCEA non-payroll expenditures*; General Start-up; QE 9/30/13					
<del>6</del>	<del>HGEA non-payroll expenditures</del>	<del>1.00</del>	<del>EA</del>		<del>127.23</del>	<del>127.23</del>
	HCEA non-payroll expenditures*; General Start-up; QE 9/30/13					
7	HCEA non-payroll expenditures	1.00	EA		127.23	127.23
	HCEA non-payroll expenditures*; General Start-up; QE 9/30/13					
8	HCEA non-payroll expenditures	1.00	EA		127.23	127.23
	HCEA non-payroll expenditures*; General Start-up; QE 9/30/13					
9	HCEA non-payroll expenditures	1.00	EA		127.23	127.23
	HCEA non-payroll expenditures*; General Start-up; QE 9/30/13					
10	HCEA non-payroll expenditures	1.00	EA		127.23	127.23
	HCEA non-payroll expenditures*; General Start-up; QE 9/30/13					
11	HCEA non-payroll expenditures	1.00	EA		42.41	42.41
	HCEA non-payroll expenditures*; General Start-up; QE 9/30/13					
12	HCEA non-payroll expenditures	1.00	EA		127.23	127.23
	HCEA non-payroll expenditures*; General Start-up; QE 9/30/13					
13	HCEA non-payroll expenditures	1.00	EA		127.23	127.23
	HCEA non-payroll expenditures*; General Start-up; QE 9/30/13					
14	HCEA non-payroll expenditures	1.00	EA		424.10	424.10
	HCEA non-payroll expenditures*; General Start-up; QE 9/30/13					
15	HCEA non-payroll expenditures	1.00	EA		169.64	169.64
	HCEA non-payroll expenditures*; General Start-up; QE 9/30/13					
16	HCEA non-payroll expenditures	1.00	EA		169.64	169.64
	HCEA non-payroll expenditures*; General Start-up; QE 9/30/13					
17	HCEA non-payroll expenditures	1.00	EA		169.64	169.64
	HCEA non-payroll expenditures*; General Start-up; QE 9/30/13					
18	HCEA non-payroll expenditures	1.00	EA		127.23	127.23



State of Minnesota  
INVOICE

Invoice:  
Invoice Date:  
Page:

00000195325  
3/7/2014  
2 of 5

Line	Description	Quantity	UOM	Msg	Unit Amt	Net Amount
19	HCEA non-payroll expenditures*; General Start-up; QE 9/30/13 HCEA non-payroll expenditures	1.00	EA		84.82	84.82
20	HCEA non-payroll expenditures*; General Start-up; QE 9/30/13 HCEA non-payroll expenditures	1.00	EA		169.64	169.64
21	HCEA non-payroll expenditures*; General Start-up; QE 9/30/13 HCEA non-payroll expenditures	1.00	EA		42.41	42.41
22	HCEA non-payroll expenditures*; General Start-up; QE 9/30/13 HCEA non-payroll expenditures	1.00	EA		169.64	169.64
23	HCEA non-payroll expenditures*; General Start-up; QE 9/30/13 HCEA non-payroll expenditures	1.00	EA		127.23	127.23
24	HCEA non-payroll expenditures*; General Start-up; QE 9/30/13 HCEA non-payroll expenditures	1.00	EA		42.41	42.41
25	HCEA non-payroll expenditures*; General Start-up; QE 9/30/13 HCEA non-payroll expenditures	1.00	EA		381.69	381.69
26	HCEA non-payroll expenditures*; General Start-up; QE 9/30/13 HCEA non-payroll expenditures	1.00	EA		127.23	127.23
27	HCEA non-payroll expenditures*; General Start-up; QE 9/30/13 HCEA non-payroll expenditures	1.00	EA		933.02	933.02
28	HCEA non-payroll expenditures*; General Start-up; QE 9/30/13 HCEA non-payroll expenditures	1.00	EA		672.96	672.96
29	HCEA non-payroll expenditures*; General Start-up; QE 12/31/13 HCEA non-payroll expenditures	1.00	EA		2,018.88	2,018.88
30	HCEA non-payroll expenditures*; General Start-up; QE 12/31/13 HCEA non-payroll expenditures	1.00	EA		2,018.88	2,018.88
31	HCEA non-payroll expenditures; General Start-up; QE 12/31/13 HCEA non-payroll expenditures	1.00	EA		2,018.88	2,018.88
32	HCEA non-payroll expenditures*; General Start-up; QE 12/31/13 HCEA non-payroll expenditures	1.00	EA		2,018.88	2,018.88
33	HCEA non-payroll expenditures*; General Start-up; QE 12/31/13 HCEA non-payroll expenditures	1.00	EA		2,018.88	2,018.88
34	HCEA non-payroll expenditures*; General Start-up; QE 12/31/13 HCEA non-payroll expenditures	1.00	EA		672.96	672.96
35	HCEA non-payroll expenditures*; General Start-up; QE 12/31/13 HCEA non-payroll expenditures	1.00	EA		2,018.88	2,018.88
36	HCEA non-payroll expenditures*; General Start-up; QE 12/31/13 HCEA non-payroll expenditures	1.00	EA		2,018.88	2,018.88
37	HCEA non-payroll expenditures*; General Start-up; QE 12/31/13 HCEA non-payroll expenditures	1.00	EA		6,729.60	6,729.60
38	HCEA non-payroll expenditures*; General Start-up; QE 12/31/13 HCEA non-payroll expenditures	1.00	EA		2,018.88	2,018.88
39	HCEA non-payroll expenditures*; General Start-up; QE 12/31/13 HCEA non-payroll expenditures	1.00	EA		2,691.84	2,691.84
40	HCEA non-payroll expenditures*; General Start-up; QE 12/31/13 HCEA non-payroll expenditures	1.00	EA		2,691.84	2,691.84



State of Minnesota  
INVOICE

Invoice: 00000195325  
 Invoice Date: 3/7/2014  
 Page: 3 of 5

Line	Description	Quantity	UOM	Msg	Unit Amt	Net Amount
HCEA non-payroll expenditures*; General Start-up; QE 12/31/13						
41	HCEA non-payroll expenditures	1.00	EA		2,691.84	2,691.84
HCEA non-payroll expenditures*; General Start-up; QE 12/31/13						
42	HCEA non-payroll expenditures	1.00	EA		2,018.88	2,018.88
HCEA non-payroll expenditures*; General Start-up; QE 12/31/13						
43	HCEA non-payroll expenditures	1.00	EA		1,346.92	1,346.92
HCEA non-payroll expenditures*; General Start-up; QE 12/31/13						
44	HCEA non-payroll expenditures	1.00	EA		2,691.84	2,691.84
HCEA non-payroll expenditures*; General Start-up; QE 12/31/13						
45	HCEA non-payroll expenditures	1.00	EA		672.96	672.96
HCEA non-payroll expenditures*; General Start-up; QE 12/31/13						
46	HCEA non-payroll expenditures	1.00	EA		2,691.84	2,691.84
HCEA non-payroll expenditures*; General Start-up; QE 12/31/13						
47	HCEA non-payroll expenditures	1.00	EA		2,018.88	2,018.88
HCEA non-payroll expenditures*; General Start-up; QE 12/31/13						
48	HCEA non-payroll expenditures	1.00	EA		672.96	672.96
HCEA non-payroll expenditures*; General Start-up; QE 12/31/13						
49	HCEA non-payroll expenditures	1.00	EA		2,018.88	2,018.88
HCEA non-payroll expenditures*; General Start-up; QE 12/31/13						
50	HCEA non-payroll expenditures	1.00	EA		6,056.64	6,056.64
HCEA non-payroll expenditures*; General Start-up; QE 12/31/13						
51	HCEA non-payroll expenditures	1.00	EA		14,805.12	14,805.12
HCEA non-payroll expenditures*; General Start-up; QE 12/31/13						
52	Appeals Division payroll expen	1.00	EA		68,324.00	68,324.00
Appeals Division payroll expenditures; Appeals Staff-up; QE 9/30/13						
53	IT @DHS payroll expenditures	1.00	EA		245,162.00	245,162.00
IT @DHS payroll expenditures; On-going Operations; QE 12/31/13						
54	Appeals Division expenditures	1.00	EA		52,762.00	52,762.00
Appeals Division expenditures; On-going Operations; QE 12/31/13						
55	Audit Division expenditures	1.00	EA		14,769.00	14,769.00
Audit Division expenditures; On-going Operations; QE 12/31/13						
56	MnCare Ops Div payroll exp	1.00	EA		642,429.00	642,429.00
MnCare Operations Division payroll expenditures; On-going Operations; QE 12/31/13						
57	HCEA Division payroll expendit	1.00	EA		908.57	908.57
HCEA Division payroll expenditures; On-going Operations; QE 12/31/13						
58	HCEA Division payroll expendit	1.00	EA		2,725.71	2,725.71
HCEA Division payroll expenditures; On-going Operations; QE 12/31/13						
59	HCEA Division payroll expendit	1.00	EA		2,725.71	2,725.71
HCEA Division payroll expenditures; On-going Operations; QE 12/31/13						
60	HCEA Division payroll expendit	1.00	EA		2,725.71	2,725.71
HCEA Division payroll expenditures; On-going Operations; QE 12/31/13						
61	HCEA Division payroll expendit	1.00	EA		2,725.71	2,725.71
HCEA Division payroll expenditures; On-going Operations; QE 12/31/13						
62	HCEA Division payroll expendit	1.00	EA		2,725.71	2,725.71





State of Minnesota  
INVOICE

Invoice: 00000195325  
 Invoice Date: 3/7/2014  
 Page: 4 of 5

Line	Description	Quantity	UOM	Msg	Unit Amt	Net Amount
HCEA Division payroll expenditures; On-going Operations; QE 12/31/13						
63	HCEA Division payroll expendit	1.00	EA		908.57	908.57
HCEA Division payroll expenditures; On-going Operations; QE 12/31/13						
64	HCEA Division payroll expendit	1.00	EA		2,725.71	2,725.71
HCEA Division payroll expenditures; On-going Operations; QE 12/31/13						
65	HCEA Division payroll expendit	1.00	EA		2,725.71	2,725.71
HCEA Division payroll expenditures; On-going Operations; QE 12/31/13						
66	HCEA Division payroll expendit	1.00	EA		9,085.70	9,085.70
HCEA Division payroll expenditures; On-going Operations; QE 12/31/13						
67	HCEA Division payroll expendit	1.00	EA		2,725.71	2,725.71
HCEA Division payroll expenditures; On-going Operations; QE 12/31/13						
68	HCEA Division payroll expendit	1.00	EA		3,634.28	3,634.28
HCEA Division payroll expenditures; On-going Operations; QE 12/31/13						
69	HCEA Division payroll expendit	1.00	EA		3,634.28	3,634.28
HCEA Division payroll expenditures; On-going Operations; QE 12/31/13						
70	HCEA Division payroll expendit	1.00	EA		3,634.28	3,634.28
HCEA Division payroll expenditures; On-going Operations; QE 12/31/13						
71	HCEA Division payroll expendit	1.00	EA		2,725.71	2,725.71
HCEA Division payroll expenditures; On-going Operations; QE 12/31/13						
72	HCEA Division payroll expendit	1.00	EA		1,817.14	1,817.14
HCEA Division payroll expenditures; On-going Operations; QE 12/31/13						
73	HCEA Division payroll expendit	1.00	EA		3,634.28	3,634.28
HCEA Division payroll expenditures; On-going Operations; QE 12/31/13						
74	HCEA Division payroll expendit	1.00	EA		908.57	908.57
HCEA Division payroll expenditures; On-going Operations; QE 12/31/13						
75	HCEA Division payroll expendit	1.00	EA		3,634.28	3,634.28
HCEA Division payroll expenditures; On-going Operations; QE 12/31/13						
76	HCEA Division payroll expendit	1.00	EA		2,725.71	2,725.71
HCEA Division payroll expenditures; On-going Operations; QE 12/31/13						
77	HCEA Division payroll expendit	1.00	EA		908.57	908.57
HCEA Division payroll expenditures; On-going Operations; QE 12/31/13						
78	HCEA Division payroll expendit	1.00	EA		2,725.71	2,725.71
HCEA Division payroll expenditures; On-going Operations; QE 12/31/13						
79	HCEA Division payroll expendit	1.00	EA		8,177.13	8,177.13
HCEA Division payroll expenditures; On-going Operations; QE 12/31/13						
80	HCEA Division payroll expendit	1.00	EA		19,988.54	19,988.54
HCEA Division payroll expenditures; On-going Operations; QE 12/31/13						
81	IPA/Navigator payroll expendit	1.00	EA		4,128.00	4,128.00
IPA/Navigator payroll expenditure; On-going Operations; QE 12/31/13						
82	IPA/Navigator payroll expendit	1.00	EA		4,128.00	4,128.00
IPA/Navigator payroll expenditure; On-going Operations; QE 12/31/13						

This invoice is for services provided to MnSure.

Subtotal: 1,592,791.00



State of Minnesota  
INVOICE

Invoice: 00000195325  
Invoice Date: 3/7/2014  
Page: 5 of 5

AMOUNT DUE: 1,592,791.00 USD

When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction.  
When we use information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as the same day we receive your payment, and you will not receive your check back from your financial institution.  
This information is available in alternative formats to individuals with disabilities by calling 651-431-3789. TTY users can call through Minnesota Relay at (800) 627-3529. For Speech-to-Speech, call (877) 627-3848.  
For additional assistance with legal rights and protections for equal access to human services programs, contact your agency's ADA coordinator.

Bill To:  
MNsure  
ATTN: BARB JUELICH  
85 7TH PLACE EAST SUITE 300  
ST PAUL MN 55101-2211

Customer No: H600100001  
Payment Terms: Due in 30  
Due Date: 4/6/2014

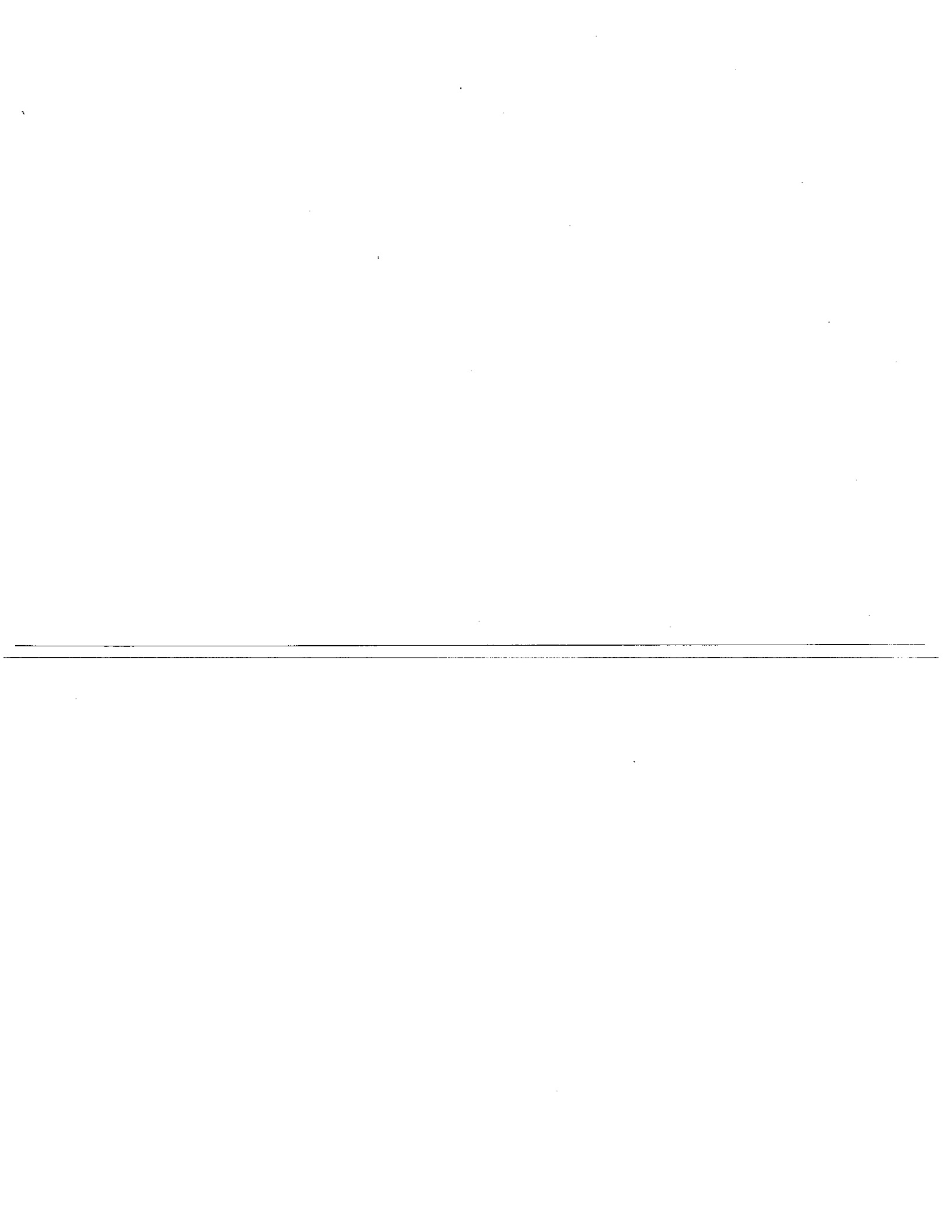
Address Change? If yes, check box.  
Write correct address on back. →

Please Remit To:  
DEPARTMENT OF HUMAN SERVICES  
SWIFT  
PO BOX 64835  
ST. PAUL MN 55164-0835

AMOUNT DUE: 1,592,791.00 USD

Amount Remitted

H5509 H600100001ZZZZZ 0 00000195325ZZZZZZZZZZ 7 0159279100





**Minnesota Department of Human Services**

Invoice: Services provided to MnSure

Invoice Date: April 10, 2014

Line	Description	Interagency Agreement	Period	Amount
1	Human Resources	On-going Operations	QE 9/30/14	\$50,000
2	Payroll & Accounts Payable	On-going Operations	QE 9/30/14	\$25,000
3	Procurement	On-going Operations	QE 9/30/14	\$25,000
4	Management Services	On-going Operations	QE 9/30/14	\$6,250
5	Financial Operations	On-going Operations	QE 9/30/14	\$4,918
6	Internal Audits	On-going Operations	QE 9/30/14	\$7,835
7	Appeals	On-going Operations	QE 9/30/14	\$138,174
8	Health Care Administration - QHP unassisted	On-going Operations	QE 9/30/14	\$75,000
9	Standard IT Support (to MnSure employees)	On-going Operations	QE 9/30/14	\$93,750
10	MnSure System Support (direct IT payroll)	On-going Operations	QE 9/30/14	\$191,050
11	MnSure System Support (standard IT support)	On-going Operations	QE 9/30/14	\$23,600

**Total**      **\$640,577**

DHS Receipt Center and IOC services are invoiced (and paid) on a monthly basis, separate from this process.

DHS Invoice approval / date:

Alexandra Kotza  
Chief Financial Officer

MnSure payment approval / date:

Katie Burns  
Chief Executive Officer

H5509 001  
 DEPARTMENT OF HUMAN SERVICES  
 SWIFT - AR UNIT  
 PO BOX 64940  
 ST PAUL MN 55164-0940



State of Minnesota  
 INVOICE

Customer No: H600100001  
 Payment Terms: Due in 30  
 Due Date: May 10, 2015  
 Invoice: 00000271202  
 Invoice Date: April 10, 2015  
 From Date: To Date:  
 Purchase Order:  
 Page: 1 of 2

Bill To:  
 MNSure  
 85 7TH PLACE EAST SUITE 300  
 ST PAUL MN 55101-2211

**AMOUNT DUE: 640,577.00**

For billing questions, please call 651-431-3769

Original

Line	Identifier	Description	Quantity	UOM	Unit Amt	Net Amount
1		Human Resources	1.00	EA	50,000.00	50,000.00
		Human Resources; On-going Operations; QE 9/30/14				
2		IT @DHS payroll expenditures-d	1.00	EA	191,050.00	191,050.00
		IT @DHS payroll expenditures-direct; On-going Operations; QE 9/30/14				
3		Standard IT Support (MNSure Sy	1.00	EA	23,600.00	23,600.00
		Standard IT Support (MNSure System); On-going Operations; QE 9/30/14				
4		Standard IT Support (MNSure St	1.00	EA	93,750.00	93,750.00
		Standard IT Support (MNSure Staff); On-going Operations; QE 9/30/14				
5		Appeals Division expenditures	1.00	EA	138,174.00	138,174.00
		Appeals Division expenditures; On-going Operations; QE 9/30/14				
6		Audit Division expenditures	1.00	EA	7,835.00	7,835.00
		Audit Division expenditures; On-going Operations; QE 9/30/14				
7		Health Care Administration-GF	1.00	EA	37,500.00	37,500.00
		Health Care Administration-GF; On-going Operations; QE 9/30/14				
8		Health Care Administration-HCA	1.00	EA	37,500.00	37,500.00
		Health Care Administration-HCAF; On-going Operations; QE 9/30/14				
9		Financial Operations	1.00	EA	4,918.00	4,918.00
		Financial Operations; On-going Operations; QE 9/30/14				
10		Payroll & Accounts Payable	1.00	EA	25,000.00	25,000.00
		Payroll & Accounts Payable; On-going Operations; QE 9/30/14				
11		Procurement	1.00	EA	25,000.00	25,000.00
		Procurement; On-going Operations; QE 9/30/14				
12		Management Services	1.00	EA	6,250.00	6,250.00
		Management Services; On-going Operations; QE 9/30/14				
		Human Resources				
		IT @DHS payroll expenditures-direct				
		Standard IT Support (MNSure System)				
		Standard IT Support (MNSure Staff)				
		Appeals Division expenditures				



# State of Minnesota INVOICE

Invoice: 00000271202  
Invoice Date: April 10, 2015  
Page: 2 of 2

Line	Identifier	Description	Quantity	UOM	Unit Amt	Net Amount
		Audit Division expenditures				
		Health Care Administration-GF				
		Health Care Administration-HCAF				
		Financial Operations				
		Payroll & Accounts Payable				
		Procurement				
		Management Services				

Subtotal: 640,577.00

Amount Due: 640,577.00

Bill To:  
MNsure  
85 7TH PLACE EAST SUITE 300  
ST PAUL MN 55101-2211

Customer No: H600100001  
Payment Terms: Due in 30  
Due Date: May 10, 2015

Address Change? If yes, Check box.  →  
Write correct address on back.

Amount Due: **640,577.00**

Please Remit To:  
DEPARTMENT OF HUMAN SERVICES  
SWIFT  
PO BOX 64835  
ST. PAUL MN 55164-0835

Amount Remitted

H5509 H600100001ZZZZZ 0 00000271202ZZZZZZZZZZ 7 0064057700



**Minnesota Department of Human Services**

Invoice: Services provided to MnSure

Invoice Date: April 10, 2014

Line	Description	Interagency Agreement	Period	Amount
1	Human Resources	On-going Operations	QE 12/31/14	\$50,000
2	Payroll & Accounts Payable	On-going Operations	QE 12/31/14	\$25,000
3	Procurement	On-going Operations	QE 12/31/14	\$25,000
4	Management Services	On-going Operations	QE 12/31/14	\$6,250
5	Financial Operations	On-going Operations	QE 12/31/14	\$4,248
6	Internal Audits	On-going Operations	QE 12/31/14	\$1,333
7	Appeals	On-going Operations	QE 12/31/14	\$150,142
8	Health Care Administration - QHP unassisted	On-going Operations	QE 12/31/14	\$75,000
9	Standard IT Support (to MnSure employees)	On-going Operations	QE 12/31/14	\$93,750
10	MnSure System Support (direct IT payroll)	On-going Operations	QE 12/31/14	\$260,057
11	MnSure System Support (standard IT support)	On-going Operations	QE 12/31/14	\$23,600
<b>Total</b>				<b>\$714,380</b>

DHS Receipt Center and IOC services are invoiced (and paid) on a monthly basis, separate from this process.

DHS Invoice approval / date:

Alexandra Kotze  
Chief Financial Officer

MnSure payment approval / date:

Katie Burns  
Chief Executive Officer

H5509 001  
 DEPARTMENT OF HUMAN SERVICES  
 SWIFT - AR UNIT  
 PO BOX 64940  
 ST PAUL MN 55164-0940



State of Minnesota  
 INVOICE

Customer No: H600100001  
 Payment Terms: Due in 30  
 Due Date: May 10, 2015  
 Invoice: 00000271204  
 Invoice Date: April 10, 2015  
 From Date: To Date:  
 Purchase Order:  
 Page: 1 of 2

Bill To:  
 MNSure  
 85 7TH PLACE EAST SUITE 300  
 ST PAUL MN 55101-2211

**AMOUNT DUE:** 714,380.00

For billing questions, please call 651-431-3769

Original

Line	Identifier	Description	Quantity	UOM	Unit Amt	Net Amount
1		Human Resources Human Resources; On-going Operations; QE 12/31/14	1.00	EA	50,000.00	50,000.00
2		IT @DHS payroll expenditures-d IT @DHS payroll expenditures-direct; On-going Operations; QE 12/31/14	1.00	EA	260,057.00	260,057.00
3		Standard IT Support (MNSure Sy Standard IT Support (MNSure System); On-going Operations; QE 12/31/14	1.00	EA	23,600.00	23,600.00
4		Standard IT Support (MNSure St Standard IT Support (MNSure Staff); On-going Operations; QE 12/31/14	1.00	EA	93,750.00	93,750.00
5		Appeals Division expenditures Appeals Division expenditures; On-going Operations; QE 12/31/14	1.00	EA	150,142.00	150,142.00
6		Audit Division expenditures Audit Division expenditures; On-going Operations; QE 12/31/14	1.00	EA	1,333.00	1,333.00
7		Health Care Administration-GF Health Care Administration-GF; On-going Operations; QE 12/31/14	1.00	EA	37,500.00	37,500.00
8		Health Care Administration-HCA Health Care Administration-HCAF; On-going Operations; QE 12/31/14	1.00	EA	37,500.00	37,500.00
9		Financial Operations Financial Operations; On-going Operations; QE 12/31/14	1.00	EA	4,248.00	4,248.00
10		Payroll & Accounts Payable Payroll & Accounts Payable; On-going Operations; QE 12/31/14	1.00	EA	25,000.00	25,000.00
11		Procurement Procurement; On-going Operations; QE 12/31/14	1.00	EA	25,000.00	25,000.00
12		Management Services Management Services; On-going Operations; QE 12/31/14 Human Resources IT @DHS payroll expenditures-direct Standard IT Support (MNSure System) Standard IT Support (MNSure Staff) Appeals Division expenditures	1.00	EA	6,250.00	6,250.00





State of Minnesota  
INVOICE

Invoice: 00000271204  
Invoice Date: April 10, 2015  
Page: 2 of 2

Line	Identifier	Description	Quantity	UOM	Unit Amt	Net Amount
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Audit Division expenditures  
 Health Care Administration-GF  
 Health Care Administration-HCAF  
 Financial Operations  
 Payroll & Accounts Payable  
 Procurement  
 Management Services

Subtotal: 714,380.00

Amount Due: 714,380.00

Bill To:  
 MNSure  
 85 7TH PLACE EAST SUITE 300  
 ST PAUL MN 55101-2211

Customer No: H600100001  
 Payment Terms: Due in 30  
 Due Date: May 10, 2015

Address Change? If yes, Check box.   
 Write correct address on back.

Amount Due: 714,380.00

Please Remit To:  
 DEPARTMENT OF HUMAN SERVICES  
 SWIFT  
 PO BOX 64835  
 ST. PAUL MN 55164-0835

Amount Remitted

H5509 H600100001ZZZZZ 0 00000271204ZZZZZZZZZZ 7 0071438000



## Minnesota Department of Human Services

Invoice: Services provided to MnSure

Invoice Date: June 22, 2014

Line	Description	Interagency Agreement	Period	Amount
1	Human Resources	On-going Operations	QE 03/31/15	\$50,000
2	Payroll & Accounts Payable	On-going Operations	QE 03/31/15	\$25,000
3	Procurement	On-going Operations	QE 03/31/15	\$25,000
4	Management Services	On-going Operations	QE 03/31/15	\$6,250
5	Financial Operations	On-going Operations	QE 03/31/15	\$11,699
6	Internal Audits	On-going Operations	QE 03/31/15	\$11,740
7	Appeals	On-going Operations	QE 03/31/15	\$223,927
8	Health Care Administration - QHP unassisted	On-going Operations	QE 03/31/15	\$75,000
9	Standard IT Support (to MnSure employees)	On-going Operations	QE 03/31/15	\$93,750
10	MnSure System Support (direct IT payroll)	On-going Operations	QE 03/31/15	\$247,972
11	MnSure System Support (standard IT support)	On-going Operations	QE 03/31/15	\$23,600
Total				\$793,938

DHS Receipt Center and IOC services are invoiced (and paid) on a monthly basis, separate from this process.

DHS invoice approval / date:

Alexandra Kotze  
Chief Financial Officer

6/29/15

MnSure payment approval / date:

Katie Burns  
Chief Executive Officer

6/29/15

# Department of Human Services

Invoice: Services provided to MnSure QE 03/31/2015

Description	IAA	Basis	Period	Amount	Fund	APFD	APID	RBFD	EBFD	GL Acct	HSS SWIFT accounting
Human Resources	On-going Operations	Fixed	QE 03/31/15	50,000.00	1000	H5511132	H551052		H5531234	420301	neg exp to HR FinDept
IT @DHS payroll expenditures-direct	On-going Operations	Variable	QE 03/31/15	247,972.00	2001	H5511104	H551406	H5511104		512605	revenue to Systems Fund
Standard IT Support (MNSure System)	On-going Operations	Fixed	QE 03/31/15	23,600.00	2001	H5511104	H551406	H5511104		512605	revenue to Systems Fund
Standard IT Support (MNSure Staff)	On-going Operations	Fixed	QE 03/31/15	93,750.00	2001	H5511104	H551406	H5511104		512605	revenue to Systems Fund
				<u>365,322.00</u>							
Appeals Division expenditures	On-going Operations	Variable	QE 03/31/15	223,927.00	1000	H5511132	H551052		H5532590	420301	neg exp to Appeals FinDept
Audit Division expenditures	On-going Operations	Variable	QE 03/31/15	11,740.00	1000	H5511132	H551052		H5531100	420301	neg exp to Audits FinDept
Health Care Administration-GF	On-going Operations	Fixed	QE 03/31/15	37,500.00	1000	H5511077	H551300		H5531981	420301	neg exp to HC GF FinDept
Health Care Administration-HCAF	On-going Operations	Fixed	QE 03/31/15	37,500.00	2360	H5511105	H551143		H5531926	420301	neg exp to HC HCAF FinDept
				<u>75,000.00</u>							
Financial Operations	On-going Operations	Variable	QE 03/31/15	11,699.00	1000	H5511132	H551052		H5531567	420301	neg exp to FOD FinDept
Payroll & Accounts Payable	On-going Operations	Fixed	QE 03/31/15	25,000.00	1000	H5511132	H551052		H5531567	420301	neg exp to FOD FinDept
				<u>36,699.00</u>							
Procurement	On-going Operations	Fixed	QE 03/31/15	25,000.00	1000	H5511132	H551052		H5532057	420301	neg exp to Procurement FinDept
Management Services	On-going Operations	Fixed	QE 03/31/15	6,250.00	1000	H5511132	H551052		H5531331	420301	neg exp to MSD FinDept

Total 793,938.00

H5509 001  
 DEPARTMENT OF HUMAN SERVICES  
 SWIFT - AR UNIT  
 PO BOX 64940  
 ST PAUL MN 55164-0940



State of Minnesota  
 INVOICE

Customer No: H600100001  
 Payment Terms: Due in 30  
 Due Date: July 26, 2015  
 Invoice: 00000284770  
 Invoice Date: June 26, 2015  
 From Date: To Date:  
 Purchase Order:  
 Page: 1 of 2

Bill To:  
 MNSure  
 Attn: Don Mulgrew  
 85 7TH PLACE EAST SUITE 300  
 ST PAUL MN 55101-2211

**AMOUNT DUE:** 793,938.00

For billing questions, please call 651-431-3769

Original

Line	Identifier	Description	Quantity	UOM	Unit Amt	Net Amount
1		Human Resources	1.00	EA	50,000.00	50,000.00
		Human Resources; On-going Operations				
2		IT @DHS payroll expenditures-d	1.00	EA	247,972.00	247,972.00
		IT @DHS payroll expenditures-direct; On-going Operations				
3		Standard IT Support (MNSure Sy	1.00	EA	23,600.00	23,600.00
		Standard IT Support (MNSure System); On-going Operations				
4		Standard IT Support (MNSure St	1.00	EA	93,750.00	93,750.00
		Standard IT Support (MNSure Staff); On-going Operations				
5		Appeals Division expenditures	1.00	EA	223,927.00	223,927.00
		Appeals Division expenditures; On-going Operations				
6		Audit Division expenditures	1.00	EA	11,740.00	11,740.00
		Audit Division expenditures; On-going Operations				
7		Health Care Administration-GF	1.00	EA	37,500.00	37,500.00
		Health Care Administration-GF; On-going Operations				
8		Health Care Administration-HCA	1.00	EA	37,500.00	37,500.00
		Health Care Administration-HCAF; On-going Operations				
9		Financial Operations	1.00	EA	11,699.00	11,699.00
		Financial Operations; On-going Operations				
10		Payroll & Accounts Payable	1.00	EA	25,000.00	25,000.00
		Payroll & Accounts Payable; On-going Operations				
11		Procurement	1.00	EA	25,000.00	25,000.00
		Procurement; On-going Operations				
12		Management Services	1.00	EA	6,250.00	6,250.00
		Management Services; On-going Operations				
		<b>Subtotal:</b>				<b>793,938.00</b>

**Amount Due:**



State of Minnesota
INVOICE

Invoice: 00000284770
Invoice Date: June 26, 2015
Page: 2 of 2

Table with 6 columns: Line, Identifier, Description, Quantity, UOM, Unit Amt, Net Amount. Total Net Amount: 793,938.00

When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction.
When we use information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as the same day we receive your payment, and you will not receive your check back from your financial institution.
This information is available in alternative formats to individuals with disabilities by calling 651-431-3769. TTY users can call through Minnesota Relay at (800) 627-3529. For Speech-to-Speech, call (877) 627-3848.
For additional assistance with legal rights and protections for equal access to human services programs, contact your agency's ADA coordinator.

Bill To:
MNsure
Attn: Don Mulgrew
85 7TH PLACE EAST SUITE 300
ST PAUL MN 55101-2211

Customer No: H600100001
Payment Terms: Due in 30
Due Date: July 26, 2015

Address Change? If yes, Check box.
Write correct address on back. [ ]

Amount Due: 793,938.00

Please Remit To:
DEPARTMENT OF HUMAN SERVICES
SWIFT
PO BOX 64835
ST. PAUL MN 55164-0835

Amount Remitted

H5509 H600100001ZZZZZ 0 00000284770ZZZZZZZZZZZZ ? 0079393800



**Minnesota Department of Human Services**

Invoice: Services provided to MnSure

Invoice Date: August 7, 2015

Line	Description	Interagency Agreement	Period	Amount
1	Human Resources	On-going Operations	QE 06/30/15	\$49,888
2	Payroll & Accounts Payable	On-going Operations	QE 06/30/15	\$25,000
3	Procurement	On-going Operations	QE 06/30/15	\$25,000
4	Management Services	On-going Operations	QE 06/30/15	\$6,250
5	Financial Operations	On-going Operations	QE 06/30/15	\$30,338
6	Internal Audits	On-going Operations	QE 06/30/15	\$71,910
7	Appeals	On-going Operations	QE 06/30/15	\$27,757
8	Health Care Administration - QHP unassisted	On-going Operations	QE 06/30/15	\$75,000
9	Standard IT Support (to MnSure employees)	On-going Operations	QE 06/30/15	\$93,750
10	MnSure System Support (direct IT payroll)	On-going Operations	QE 06/30/15	\$499,772
11	MnSure System Support (standard IT support)	On-going Operations	QE 06/30/15	\$23,600
<b>Total</b>				<b>\$928,265</b>

DHS Receipt Center and IOC services are invoiced (and paid) on a monthly basis, separate from this process.

DHS invoice approval / date:

Alexandra Kotze  
Chief Financial Officer

MnSure payment approval / date:

Katie Burns  
Chief Executive Officer

8/18/15

# Department of Human Services

Invoice: Services provided to MnSure QE 06/30/2015

Description	IAA	Basis	Period	Amount	Fund	APFD	APID	RBFD	EBFD	GL Acct	HSS SWIFT accounting
Human Resources	On-going Operations	Fixed	QE 06/30/15	49,888.00	1000	H5511132	H551052		H5531234	420301	neg exp to HR FinDept
IT @DHS payroll expenditures-direct	On-going Operations	Variable	QE 06/30/15	499,772.00	2001	H5511104	H551406	H5511104		512605	revenue to Systems Fund
Standard IT Support (MNSure System)	On-going Operations	Fixed	QE 06/30/15	23,600.00	2001	H5511104	H551406	H5511104		512605	revenue to Systems Fund
Standard IT Support (MNSure Staff)	On-going Operations	Fixed	QE 06/30/15	93,750.00	2001	H5511104	H551406	H5511104		512605	revenue to Systems Fund
				<u>617,122.00</u>							
Appeals Division expenditures	On-going Operations	Variable	QE 06/30/15	27,757.00	1000	H5511132	H551052		H5532590	420301	neg exp to Appeals FinDept
Audit Division expenditures	On-going Operations	Variable	QE 06/30/15	71,910.00	1000	H5511132	H551052		H5531100	420301	neg exp to Audits FinDept
Health Care Administration-GF	On-going Operations	Fixed	QE 06/30/15	37,500.00	1000	H5511077	H551300		H5531981	420301	neg exp to HC GF FinDept
Health Care Administration-HCAF	On-going Operations	Fixed	QE 06/30/15	37,500.00	2360	H5511105	H551143		H5531926	420301	neg exp to HC HCAF FinDept
				<u>75,000.00</u>							
Financial Operations	On-going Operations	Variable	QE 06/30/15	30,338.00	1000	H5511132	H551052		H5531567	420301	neg exp to FOD FinDept
Payroll & Accounts Payable	On-going Operations	Fixed	QE 06/30/15	25,000.00	1000	H5511132	H551052		H5531567	420301	neg exp to FOD FinDept
				<u>55,338.00</u>							
Procurement	On-going Operations	Fixed	QE 06/30/15	25,000.00	1000	H5511132	H551052		H5532057	420301	neg exp to Procurement FinDept
Management Services	On-going Operations	Fixed	QE 06/30/15	6,250.00	1000	H5511132	H551052		H5531331	420301	neg exp to MSD FinDept

**Total 928,265.00**

COCAS amount for invoice was \$305,680 but only \$27,757 of the \$540,000 capped amount remains to be paid.

FY 2016 C / MNSure Interagency Agreement Invoice Summary

Component IAA Reference	IAA Max Amount	QE 9-30-2015 Invoice	QE 12-31-2015 Invoice	QE 3-31-2016 Invoice	QE 6-30-2016 Invoice	YTD Invoice Amount	YTD Invoice Percent
<b>A. DHS Support Services billed to MNSure</b>							
1.1 Human Resources	200,000	50,000				50,000	25%
1.2 Payroll & Accounts Payable	100,000	25,000				25,000	25%
1.3 Procurement	100,000	25,000				25,000	25%
1.4 Management Services	25,000	6,250				6,250	25%
1.5 Financial Operations	300,000	33,418				33,418	11%
1.6 Background Studies	25,000	0				0	0%
1.7 Internal Audits	100,000	49,550				49,550	50%
1.8 Appeals	540,000	242,415				242,415	45%
1.9 HCA - QHP unassisted	200,000	50,000				50,000	25%
1.10 Receipts Center*	90,000					349	0.4%
1.11 Issuance Operations Center*	250,000					144,077	58%
1.12 Equal Opportunity & Access	10,000	2,500				2,500	25%
2.1 Standard IT Support	375,000	93,750				93,750	25%
<b>Total</b>	<b>2,315,000</b>	<b>577,883</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>722,309</b>	<b>31%</b>
<b>B. MNSure IT System Operations billed to MNSure</b>							
2.2 QHP / SHOP	1,211,000	241,219				241,219	20%
<b>Total</b>	<b>1,211,000</b>	<b>241,219</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>241,219</b>	<b>20%</b>
<b>C. MNSure IT System Development billed to MNSure</b>							
2.3 QHP / SHOP	17,409,000	2,082,716				2,082,716	12%
<b>Total</b>	<b>17,409,000</b>	<b>2,082,716</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,082,716</b>	<b>12%</b>
<b>D. MNSure Agency Operations billed to DHS**</b>							
3 Medicaid/BHP	(9,609,000)	(2,061,078)				(2,061,078)	21%
<b>Total</b>	<b>(9,609,000)</b>	<b>(2,061,078)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(2,061,078)</b>	<b>21%</b>

\*Receipt Center and Issuance Operations Center charges are invoiced separately; however YTD total reflects charges through 09/30/2015.

\*\*\$1.5 million FY 2016 advance from DHS will be offset against the QE 6-30-2015 amount billed to DHS

DHS authorized approval / date

MNSure authorized approval / date

12/4/15

Katie Burns 12/8/15

Alexandra Kotze

Alexandra Kotze, DHS Chief Financial Officer

Katie Burns, MNSure Chief Operations Officer



H5509 001  
 DEPARTMENT OF HUMAN SERVICES  
 SWIFT - AR UNIT  
 PO BOX 64940  
 ST PAUL MN 55164-0940



State of Minnesota  
 INVOICE

Customer No: H600100001  
 Payment Terms: Due in 30  
 Due Date: December 23, 2015  
 Invoice: 00000314155  
 Invoice Date: November 23, 2015  
 From Date: To Date:  
 Purchase Order:  
 Page: 1 of 2

Bill To:  
 MNsure  
 85 7TH PLACE EAST SUITE 300  
 ST PAUL MN 55101-2211

**AMOUNT DUE: 577,883.00**

For billing questions, please call 651-431-3769

Original

Line	Identifier	Description	Quantity	UOM	Unit Amt	Net Amount
1		Human Resources	1.00	EA	50,000.00	50,000.00
2		Payroll & Accounts Payable	1.00	EA	25,000.00	25,000.00
3		Procurement	1.00	EA	25,000.00	25,000.00
4		Management Services	1.00	EA	6,250.00	6,250.00
5		Financial Operations	1.00	EA	33,418.00	33,418.00
6		Internal Audits	1.00	EA	49,550.00	49,550.00
7		Appeals	1.00	EA	242,415.00	242,415.00
8		HCA - QHP unassisted	1.00	EA	25,000.00	25,000.00
9		HCA - QHP unassisted	1.00	EA	25,000.00	25,000.00
10		Equal Opportunity & Access	1.00	EA	2,500.00	2,500.00
11		Standard IT Support	1.00	EA	93,750.00	93,750.00

FY 2016 DHS / MNsure Interagency Agreement Invoice Summary  
 DHS Support Services billed to MNsure  
 QE 9-30-2015

**Subtotal: 577,883.00**  
**Amount Due: 577,883.00**

H5509 001  
 DEPARTMENT OF HUMAN SERVICES  
 SWIFT - AR UNIT  
 PO BOX 64940  
 ST PAUL MN 55164-0940



State of Minnesota  
 INVOICE

Customer No: H600100001  
 Payment Terms: Due in 30  
 Due Date: December 23, 2015  
 Invoice: 00000314160  
 Invoice Date: November 23, 2015  
 From Date: To Date:  
 Purchase Order:  
 Page: 1 of 1

Bill To:  
 MNsure  
 85 7TH PLACE EAST SUITE 300  
 ST PAUL MN 55101-2211

**AMOUNT DUE: 241,219.00**

For billing questions, please call 651-431-3769

Original

Line	Identifier	Description	Quantity	UOM	Unit Amt	Net Amount
1		QHP / SHOP	1.00	EA	241,219.00	241,219.00
FY 2016 DHS / MNsure Interagency Agreement Invoice Summary						
MNsure IT System Operations billed to MNsure						
QE 9-30-2015						

Subtotal: 241,219.00  
**Amount Due: 241,219.00**

When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction.  
 When we use information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as the same day we receive your payment, and you will not receive your check back from your financial institution.  
 This information is available in alternative formats to individuals with disabilities by calling 651-431-3769. TTY users can call through Minnesota Relay at (800) 627-3529. For Speech-to-Speech, call (877) 627-3848.  
 For additional assistance with legal rights and protections for equal access to human services programs, contact your agency's ADA coordinator.

Bill To:  
 MNsure  
 85 7TH PLACE EAST SUITE 300  
 ST PAUL MN, 55101-2211

Customer No: H600100001  
 Payment Terms: Due in 30  
 Due Date: December 23, 2015

Address Change? If yes, Check box.   
 Write correct address on back.

**Amount Due: 241,219.00**

Please Remit To:  
 DEPARTMENT OF HUMAN SERVICES  
 SWIFT  
 PO BOX 64835  
 ST. PAUL MN 55164-0835

Amount Remitted

H5509 H600100001ZZZZZ 0 00000314160ZZZZZZZZZZ 7 0024121900

H5509 001  
DEPARTMENT OF HUMAN SERVICES  
SWIFT - AR UNIT  
PO BOX 64940  
ST PAUL MN 55164-0940



State of Minnesota  
INVOICE

Customer No: H600100001  
Payment Terms: Due in 30  
Due Date: December 23, 2015  
Invoice: 00000314161  
Invoice Date: November 23, 2015  
From Date: To Date:  
Purchase Order:  
Page: 1 of 1

Bill To:  
MNsure  
85 7TH PLACE EAST SUITE 300  
ST PAUL MN 55101-2211

AMOUNT DUE: 2,082,716.00

For billing questions, please call 651-431-3769

Original

Line	Identifier	Description	Quantity	UOM	Unit Amt	Net Amount
1		QHP / SHOP	1.00	EA	2,082,716.00	2,082,716.00
FY 2016 DHS / MNsure Interagency Agreement Invoice Summary MNsure IT System Development billed to MNsure QE 9-30-2015						
					Subtotal:	2,082,716.00
					Amount Due:	<b>2,082,716.00</b>

When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction.  
When we use information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as the same day we receive your payment, and you will not receive your check back from your financial institution.  
This information is available in alternative formats to individuals with disabilities by calling 651-431-3769. TTY users can call through Minnesota Relay at (800) 627-3529. For Speech-to-Speech, call (877) 627-3848.  
For additional assistance with legal rights and protections for equal access to human services programs, contact your agency's ADA coordinator.

Bill To:  
MNsure  
85 7TH PLACE EAST SUITE 300  
ST PAUL MN 55101-2211

Customer No: H600100001  
Payment Terms: Due in 30  
Due Date: December 23, 2015

Address Change? If yes, Check box.   
Write correct address on back.

Amount Due: 2,082,716.00

Please Remit To:  
DEPARTMENT OF HUMAN SERVICES  
SWIFT  
PO BOX 64835  
ST. PAUL MN 55164-0835

Amount Remitted

H5509 H600100001ZZZZZ 0 00000314161ZZZZZZZZZZZZ 7 0208271600

H6002 001  
MNSURE  
PO BOX 64832  
ST PAUL MN 55164-0832



State of Minnesota  
INVOICE

Section D  
MNSURE Billing  
to DHS  
093015

Customer No: H550100001  
Payment Terms: Due in 30  
Due Date: December 20, 2015  
Invoice: 00000313931  
Invoice Date: November 20, 2015  
From Date: To Date:  
Purchase Order:  
Page: 1 of 1

Bill To:  
HUMAN SERVICES DEPT  
444 LAFAYETTE  
ST PAUL MN 55155

AMOUNT DUE: 2,061,078.00

For billing questions, please call 651-539-1327

Original

Line	Identifier	Description	Quantity	UOM	Unit Amt	Net Amount
1		QE 9-30-2015 PACAP Schedule 38	1.00	EA	2,061,078.00	2,061,078.00
Subtotal:						2,061,078.00
Amount Due:						2,061,078.00

DHS/MNSure Interagency Payment - QE 09-30-2015 PACAP Schedule 38 Costs

Bill To:  
HUMAN SERVICES DEPT  
444 LAFAYETTE  
ST PAUL MN 55155

Customer No: H550100001  
Payment Terms: Due in 30  
Due Date: December 20, 2015

Address Change? If yes, Check box.  
Write correct address on back. →

Amount Due: 2,061,078.00

Please Remit To:  
MNSure  
PO Box 64832  
St. Paul MN 55164-0832

Amount Remitted

H6002 H550100001ZZZZZ 0 00000313931ZZZZZZZZZZZZ 2 0206107800

MINNESOTA DEPARTMENT OF HUMAN SERVICES  
 CENTRAL OFFICE COST ALLOCATION PLAN  
 Allocation for Quarter Ending: 6/30/2015  
 COCAS Schedule 38MNSURE

Model ID 0 BASE DATA

	1 GENERAL ADMIN	2 PRIVATE PM&R SERV	3 ENROLL & MGMT SERV	4 CONTACT CENTER	5 MEDS OP	Totals
Direct Cost per SWIFT	688,514	584,084	511,892		3,592,148	5,376,638
** Adjustments to Cost	(160,545)	(236,377)	(43,097)	(340,075)	1,162,291	382,197
Adjusted Costs	527,969	347,707	468,795	(340,075)	4,754,439	5,758,835
Allocated Additions:						
Adjusted Total	527,969	347,707	468,795	(340,075)	4,754,439	5,758,835
ReAlloc Gen. Admin	(527,969)	320,551	207,418	(340,075)		
Allocatable Costs		668,258	676,213	(340,075)	4,754,439	5,758,835
Allocated To:						
243 MNSURE QUALIFIED HEALTH PLF		650,262	56,214	(104,107)	395,237	997,606
244 MNSURE SMALL EMPLOYEES PLAN		17,996	1,555		10,935	30,486
245 MNSURE MED ASSISTANCE PROG			483,999	(175,618)		308,381
246 MNSURE MNCARE (BHP)			134,445	(60,350)	945,278	1,019,373
248 MNSURE MEDS OPERATIONS 75%					3,402,989	3,402,989
Totals		668,258	676,213	(340,075)	4,754,439	5,758,835

\* Allocation ID shown for General Admin refers to the allocation of General Admin across Cost Centers (row 2)

\*\* See Raw Data folder for details

MINNESOTA DEPARTMENT OF HUMAN SERVICES  
 CENTRAL OFFICE COST ALLOCATION PLAN  
 Allocation for Quarter Ending: 3/31/2015  
 COCAS Schedule 38 MNSURE

Model ID 0 BASE DATA

	1 GENERAL ADMIN	2 PRIVATE PM&R SERV	3 ENROLL & MGMT SERV	4 CONTACT CENTER	5 MEDS OP	TOTALS
Direct Cost per SWIFT	733,878	443,469	578,732	595	428,487	2,185,161
** Adjustments to Cost	15,434	137,210	1,397,333	(595)	(428,487)	1,120,891
Adjusted Costs	749,312	580,679	1,976,065			3,306,051
Allocated Additions:						
Adjusted Total	749,312	580,679	1,976,065			3,306,051
ReAlloc Gen. Admin	(749,312)	299,725	109,512	340,075		
Allocatable Costs		880,404	2,085,577	340,075		3,306,051
<b>Allocated To:</b>						
243 MNSURE QUALIFIED HEALTH PLAN		856,712	202,781	103,621		1,163,114
244 MNSURE SMALL EMPLOYEES PLAN		23,692	5,610			29,302
245 MNSURE MED ASSISTANCE PROG			1,447,515	62,329		1,509,844
246 MNSURE MNCARE (BHP)			429,671	174,125		603,796
Totals	880,404	2,085,577	340,075			3,306,051

\* Allocation ID shown for General Admin refers to the allocation of General Admin across Cost Centers (row 2)

\*\* See Raw Data folder for details



Minnesota Department of **Human Services**

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December 12, 2014

Mr. Arif Karim, Director  
Central States Field Office  
Division of Cost Allocation  
1301 Young Street, Room 732  
Dallas, Texas 75202

Attention: Ms. Pamela Page

Dear Mr. Karim:

This letter is to formally propose and seek your approval of the enclosed amendments to the Public Assistance Cost Allocation Plan (PACAP) for the Minnesota Department of Human Services (DHS). These amendments were prepared in accordance with federal regulations contained in 45 CFR 95 Subpart E and 2-CFR Part 200.

The amendments are concentrated in Section 3 – DHS Central Office Expenditures where cost centers were added/amended to the following schedules: Schedule 8 - new CMS approved P/IAPD project, Schedule 11 - systems projects, Schedule 36 – new federal grant. For these amendments we propose an effective date of October 1, 2014.

In addition, several cost centers in schedules 22, 26 and 27 are amended due to the submittal to CMS of an updated OAPD for Medicaid Eligibility Determination System (MEDS). For the OAPD related amendments we propose an effective date of January 1, 2015.

Finally, MNsure operating expenditures are addressed in a new schedule with a proposed effective date of January 1, 2015. MNsure is Minnesota's Health Insurance Marketplace. MNsure plays an important role in the Department of Human Services' outreach and enrollment strategies for public health care programs. The proposed Schedule 38 procedures allocate the MNsure operating expenditures between the entire range of MNsure private and public health care programs. Further background is provided in the Schedule 38 narrative. The current DHS/MNsure interagency agreement is also enclosed.

Enclosed are only those pages of the PACAP that have been affected by these changes. Also enclosed are those exhibits that required modification due to the Section 3 amendments: Exhibit C - List of Federal and State Programs, Exhibit F - Direct Costs, Exhibit G - Intermediate Schedules, Exhibit H - Indirect Cost Centers, Exhibit I - Schedule Summary and Exhibit J - Cost Impact Statement.

Any questions regarding these amendments can be addressed to Lyle L. Koenig of my staff at 651-431-3729.

Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Martin L. Cammack". The signature is written in dark ink and is positioned above the typed name.

Martin L. Cammack  
Director, Financial Operations Division



Transmittal: 12-12-14  
Effective: 10-01-14  
DCA Approval:  
Superseded:

**CERTIFICATION**

**Public Assistance Cost Allocation Plan/Amendment**

**Date Plan/Amendment Submitted: December 12, 2014**

**Proposed Effective Date: October 1, 2014**

In accordance with 45 CFR 95.507(b)(8), I certify that:

- (i) That the information contained in the proposed cost allocation plan/amendment was prepared in conformance with 2 CFR Part 200.
- (ii) That the costs are accorded consistent treatment through the application of generally accepted accounting principles appropriate to the circumstances.
- (iii) That an adequate accounting and statistical system exists to support claims that will be made under the cost allocation plan; and
- (iv) That the information provided in support of the proposed cost allocation is accurate.

Signature: Martin L. Cammack Date: 12-11-2014

Name: Martin L. Cammack Title: Director, Financial Operations Division

Organization: Minnesota Department of Human Services

## Section 4 – HEALTH CARE PROVIDER PAYMENTS

Transmittal	12-12-14
Effective:	01-01-15
DCA Approval:	
Superseded:	

### MNSURE SCHEDULE 38

#### **Background**

The day-to-day operations of MNsure, the Minnesota Health Insurance Marketplace, play an important role in the Department of Human Services' outreach and enrollment strategies for Minnesotans seeking the services of public health coverage programs and services, including MinnesotaCare and Medicaid. The services furnished by our partners at MNsure help us to outreach, identify, intake, accept, determine eligibility for, and formally enroll individuals and their families into the entire range of public and private health insurance programs, including individual qualified health insurance plans, plans for small employers (Minnesota's SHOP plans), our basic health insurance plan (MinnesotaCare), and Medical Assistance services available for those qualifying for Medicaid.

Under the Affordable Care Act, an individual's modified adjusted gross income (MAGI) is a key determinant of eligibility for Medicaid services. In Minnesota, MAGI-based eligibility is determined within the health insurance exchange portal, which is accessed directly by individuals, counties, assistors and state staff.

#### **Nature of Amendment**

Because MNsure operations were designed as an integral part of Minnesota's Medicaid outreach and enrollment program, the legislature (Laws of 2013, Chapter 108) appropriated to the Minnesota Department of Human Services funds for the continued, prospective, coordinated operation of MNsure.

Schedule 38 procedures determine the direct and indirect cost of MNsure operations that are properly allocable to the administration of both private exchange programs (i.e., qualified health plans for individuals, and small employer SHOP plans), and public health insurance programs (i.e., MinnesotaCare basic health plans, and Medicaid). This schedule essentially classifies the quarterly actual expenditures of our MNsure partner into five functional cost centers. Each cost center is then properly allocated to benefitting programs on an individual statistical basis designed to distribute costs in direct proportion to benefits received.

#### **MNsure Organizational Chart**

An organizational chart showing the placement of each unit whose costs are charged to the programs operated by MNsure is enclosed as Attachment 38-1.

#### **DHS/MNsure Interagency Agreement**

The current DHS/MNsure "Interagency Services Agreement for MNsure Participation in the Administration of the Minnesota State Plan for Services under Title XIX" is enclosed as Attachment 38-2.

#### **MNsure Programs**

The following is a listing of all Federal and all non-Federal programs performed, administered, or serviced by MNsure's organizational units:

## Section 4 – HEALTH CARE PROVIDER PAYMENTS

Transmittal	12-12-14
Effective:	01-01-15
DCA Approval:	
Superseded:	

### Schedule 38 continued

#### Qualified Health Plans (QHPs)

QHPs are commercial health insurance plans offered by insurance companies to address the coverage needs of Minnesotans. All of the plans offer the same core set of benefits, including preventive services, mental health and substance abuse services, emergency services, prescription drugs and hospitalization. Some plans include benefits beyond the core set. Each of the plans has been reviewed by state regulators and approved to be sold on MNsure. All plans on the MNsure marketplace have been certified as QHPs.

#### Small Group Health Options Program (SHOP)

SHOP connects small businesses and nonprofit organizations to competing commercial health plans, providing a choice of health plan options that fit the needs and budget of the business and employees. Employers are able to compare premiums and benefits of all SHOP certified participating plans, select the plan(s) they would like to offer their employees and pay one convenient aggregated premium payment.

In addition, federal tax credits may be available to eligible employers who enroll their employees in health plans through the SHOP, providing more affordable health insurance to both the employer and employee(s).

#### Minnesota Care (Basic Health Program)

MinnesotaCare is a publicly subsidized health care program for residents who do not have access to affordable health care coverage. MinnesotaCare is funded by a dedicated fund that is financed by a two percent tax on health care provider revenues, a one percent tax on HMO premiums, MinnesotaCare enrollee premiums, and, beginning in January 2015, federal funding under the Basic Health Program. Most enrollees pay a monthly premium based on family size and income. Children under 21, some military families, and families with an enrolled American Indian do not pay a monthly premium. Beginning in 2015, individuals with household income below 5% of the federal poverty guidelines are also exempt from premiums. Eligibility for the program is administered by the Department of Human Services with support from local human service offices in all 87 Minnesota counties. DHS contracts with both health care providers and health plans across the state to deliver health care to enrollees who can choose their health plan from those serving MinnesotaCare enrollees in their county.

#### Medical Assistance (Title XIX Medicaid Program)

Medical Assistance (MA) is Minnesota's Medicaid program. It is the largest of Minnesota's publicly funded health care programs. It provides health care coverage to over 900,000 low-income Minnesotans each month. Three-fourths of those are children and families, pregnant women and adults without children. The others are people 65 or older and people with disabilities. Most enrollees get their health care through health plans. The rest get care on a fee-for-service basis, with providers billing the state directly for services provided. MA is funded with state and federal Title XIX Medicaid funds. The Minnesota Department of Human Services oversees the program statewide and eligibility for the program is administered by local human service offices in all 87 Minnesota counties. The federal Centers for Medicare and Medicaid Services oversees Medicaid nationally.

### Activities Performed and Explanation of Benefits

MNsure operational expenditures included on this schedule are categorized as follows:

- Executive-- including MNsure Board expenses and payroll expenses of the following MNsure positions/roles in the organization: Executive Director, Executive Aide, Board and Federal

## Section 4 – HEALTH CARE PROVIDER PAYMENTS

Transmittal	12-12-14
Effective:	01-01-15
DCA Approval:	
Superseded:	

### Schedule 38 continued

Relations Director, Legislative Relations Director, Deputy Director of External Affairs, and Deputy Director of Operations. These benefit only the private QHP and SHOP programs.

- Support Services– including payroll and non-payroll expenditures for support staff, accounting operations staff, office equipment, supplies, staff development, travel, office space leases, etc. Also includes financial services and standard desktop IT services purchased from DHS based on interagency agreement. These benefit the private QHP and SHOP and public Medical Assistance and MinnesotaCare programs.
- Legal & Compliance – including payroll and non-payroll expenditures for the following which benefit the private QHP and SHOP and public Medical Assistance and MinnesotaCare programs:
  - a) Compliance & Program Integrity – This activity encompasses the development, implementation, and ongoing operation of a comprehensive compliance program for MNsure. Included in this activity are the establishment, oversight, and monitoring of an internal control framework, specific administrative policies and procedures, appropriate training programs, investigation of fraud, waste and abuse claims, and collaboration with external entities on consumer complaint resolution, and coordination and assistance with external audits. Also includes certain internal audit services purchased from the Department of Human Service based on interagency agreement.
  - b) Privacy & Security – This activity encompasses the development, implementation, and ongoing operation of a comprehensive information privacy and security program for MNsure. Included in this activity are the establishment, oversight, and monitoring of MNsure information policies, procedures, and standards; and advice and assistance on any data privacy or security related legal issues. Additionally, this activity includes management of the manual identity proofing process that is necessary to allow users to create an online account when the automated identity proofing process is unable to perform this function.
  - c) Data Practices – This activity encompasses the development, implementation and ongoing operation of MNsure’s policies and procedures related to providing public access to data in MNsure’s possession in accordance with state and federal law; and MNsure’s compliance with applicable open meeting/public access laws.
  - d) Contract Management – This activity encompasses the provision of legal advice and assistance on MNsure contract and grant issues.
  - e) Purchasing and Facility Management – This activity encompasses the development, implementation, and ongoing operation of overall procurement processes for MNsure, and overall facility management for MNsure.
  - f) Appeals Management – This activity encompasses the development, implementation, and ongoing operation of the processes and procedures for representation of MNsure’s position in those appeals related to eligibility determinations made by MNsure, also include oversight and management of the interagency agreement with the Department of Human Services for appeal adjudication services in those appeals related to eligibility determinations made by MNsure.
- Appeals Adjudication – appeal adjudication services purchased from DHS based on interagency agreement. These services pertain to appeals related to eligibility determinations made by MNsure including: eligibility for APTC/CSR; eligibility to purchase a QHP through MNsure;

## Section 4 – HEALTH CARE PROVIDER PAYMENTS

Transmittal	12-12-14
Effective:	01-01-15
DCA Approval:	
Superseded:	

### Schedule 38 continued

eligibility to participate in SHOP as an employer; eligibility to participate in SHOP as an employee; and eligibility for a special enrollment period through MNsure. Additionally, some of these appeals may be conducted in hearings simultaneous with appeals related to other programs for which the MNsure system facilitates eligibility determinations, but for which the Department of Human Services ultimately makes the eligibility determinations. For example, an individual's appeal of MNsure's denial of an individual's eligibility for APTC may be heard simultaneous to the individual's appeal of DHS's denial of eligibility for MA and MinnesotaCare. These benefit only the private QHP and SHOP programs.

- Regulatory-- regulatory expenditures of the Department of Commerce and of the Department of Health in accordance with interagency agreements with each agency. This activity benefits only the private QHP and SHOP programs.
- Project Management – including payroll and non-payroll for project management resources across the organization, providing the flexibility to address high priority special projects with non-permanent staff resources. Also includes consultant contracts that address the current MNsure system limitations via the development of manual work around policies, procedures and documentation in support of public and private health care programs offered through MNsure. This activity benefits the private QHP and program and the public Medical Assistance and MinnesotaCare programs.
- Plan Management & Reporting – payroll and non-payroll expenditures in support of work with health insurance companies that offer qualified health plans on MNsure to address policy and operational concerns. Includes certifying health plans in conjunction with state regulatory agencies and for the loading, display and content of all information about qualified health plans on MNsure. Includes productions of federally required reports and other metrics of interest. This activity benefits only the private QHP program.
- Eligibility & Enrollment – payroll and non-payroll expenditures in support of establishment and implementation of required federal and state policies related to individual market eligibility and enrollment activities. Includes work on determining eligibility to purchase private coverage with or without tax credits, verification issues, renewal processes and other eligibility issues. Also includes extensive work with DHS to determine appropriate rules/processes for families with members who are eligible for various types of affordability assistance and/or who may transition between public and private coverage. This activity benefits only the private QHP program.
- Eligibility Notices / Invoicing / Receipt Processing – print, mail and receipting services purchased from DHS based on interagency agreement or purchased from outside vendors, as applicable. This activity benefits only the private QHP and SHOP programs.
- SHOP Program – payroll and non-payroll expenditures in support of the SHOP Program. This activity benefits only the private SHOP program.
- Contact Center – payroll and non-payroll expenditures attributable to providing assistance to all consumers and constituents seeking health insurance coverage through MNsure via phone, email and social media inquiries, on issues such as: enrollment, application changes, eligibility, life event changes and all general or specific questions related to the exchange and the plans offered.

## Section 4 – HEALTH CARE PROVIDER PAYMENTS

Transmittal	12-12-14
Effective:	01-01-15
DCA Approval:	
Superseded:	

### Schedule 38 continued

This activity benefits the private QHP and SHOP programs and the public Medical Assistance and MinnesotaCare programs.

- Manual Operations – payroll and non-payroll expenditures attributable to manual operations. Currently there are approximately 32 processes that require work to be done either partially or completely outside the application system. Some work is due to system issues while other processes are a normal part of the business. Those processes include: processing of life events, special enrollment periods, verification of eligibility, quality auditing of manual enrollments, quality auditing of the 834ST, processing of manual enrollments via paper applications, relationship management and issue resolution with the carriers, processing of SHOP invoices, SHOP email, carrier error reports, APTC recalculations. This activity benefits only the private QHP and SHOP programs.
- Assistor Resource Center – payroll and non-payroll expenditures attributable to providing assistance to the navigator community. This work includes both consumer and navigator related issues and concerns. This activity benefits the private QHP program and the public Medical Assistance and MinnesotaCare programs.
- Navigator-Assistor-Broker Program – includes payroll and non-payroll attributable to MNsure's efforts to build a robust statewide network of entities that help increase the number of uninsured Minnesotans. This activity benefits the private QHP program and the public Medical Assistance and MinnesotaCare programs.
- Navigator-Assistor Outreach Grants – includes grant contract payments to organizations: (1) assisting populations facing barriers to enrollment with coverage and renewal through MNsure, (2) building regional navigator resource and referral networks to reach and enroll Minnesotans, and (3) finding, connecting and educating uninsured Minnesotans about the importance of having health care insurance and options available for obtaining coverage through MNsure. This activity benefits the private QHP program and the public Medical Assistance and MinnesotaCare programs.
- Navigator-Assistor Enrollment Fee Grants– includes grant contract payments to navigator organizations for each successful enrollment. These payments are attributable only to the private QHP program; however, comparable grant activity exists in the DHS budget for successful Medical Assistance and MinnesotaCare public program enrollment.
- Communications – includes payroll and non-payroll expenditures for communications and external relations activities benefiting the private QHP program and the public Medical Assistance and MinnesotaCare programs:
  - a) Public relations and marketing activities, including production of communications materials including press releases, videos, and essays; proactive and reactive media relations; managing two large contracts for advertising and grassroots outreach; website maintenance and development; management of marketing items and materials; event planning and promoting; and other activities.
  - b) Navigator / broker / agent relations activities that ensure navigators, grantee organizations, brokers and agents have policy direction from MNsure and DHS. Coordinate efforts across agencies, and provide crucial external face to these key MNsure stakeholder groups. Attend external meetings, develop policy and priorities, and facilitate large group meetings.

## Section 4 – HEALTH CARE PROVIDER PAYMENTS

Transmittal	12-12-14
Effective:	01-01-15
DCA Approval:	
Superseded:	

### Schedule 38 continued

- MNsure System - includes the Medicaid Eligibility Determination System (MEDS) operational costs authorized in Minnesota's pending federally approved MEDS Operational Advanced Planning Document (OAPD).

### **Procedures Used to Identify, Measure and Allocate Costs to Benefiting Programs and Activities**

**CC1 – General Administration (33000):** This cost center includes salary and related charges for Support Services, Project Management and Legal & Compliance as described above and is allocated to remaining cost centers on this schedule on the basis of the ratio of full time equivalent (FTE) employee count of each cost center to the total FTE employee count for this schedule, obtained and updated quarterly from the statewide payroll system (SEMA4).

**CC2 – Private Program Management & Regulatory Services (33001):** This cost center includes salary and related charges for Executive, Appeals Adjudication, Regulatory, Plan Management & Reporting, SHOP Program, Eligibility & Enrollment, Eligibility Notices / Invoicing / Receipt Processing, Manual Operations, and Navigator-Assistor Enrollment Fee Grants as described above and is allocated to only non-public programs on the basis of the total aggregate case mix to all non-public MNsure programs. These costs are financed by collecting a percentage (up to 3.5%) of QHP and SHOP premiums paid to carriers for plans sold through MNsure (MN Statute 62V.05).

**CC3 – Enrollment Management & Services (33002):** This cost center includes salary and related charges for Assistor Resource Center, Navigator-Assistor-Broker Program, Navigator-Assistor Outreach Grants and Communications as described above and is allocated to the entire range of MNsure programs as these costs have in common the operational responsibility for coordinated outreach, enrollment and support for eligibility determination for the entire range of MNsure programs. The allocation basis is the total aggregate case mix to all MNsure programs (Medical Assistance Title XIX, MinnesotaCare, QHP and SHOP). The Medical Assistance share is claimed at 50% federal financial participation.

**CC4 – Contact Center (33003):** This cost center includes salary and related charges for Contact Center as described above and is allocated to the entire range of MNsure programs in proportion to overall call volume by program (Medical Assistance Title XIX, MinnesotaCare, QHP and SHOP). The Medical Assistance share is claimed at 50% federal financial participation.

**CC5 – Medicaid Eligibility Determination Systems Operations (33004):** This cost center includes salary and related charges for operations of the MEDS as described above and is allocated on the basis of the total aggregate case mix to all MNsure programs (Medical Assistance Title XIX, MinnesotaCare, QHP and SHOP) in accordance with Minnesota's pending federally approved MEDS Operational Advanced Planning Document (OAPD). The Medical Assistance eligible portion is claimed at 75% federal financial participation.

### **Estimated Cost Impact**

The estimated cost impact to Federal awards resulting from the proposed changes to our previously approved plan is at this point thought to be minimal. The operational expenses of MNsure are not very substantial. The total expenditures by the Minnesota Department of Human Services for the operations of MNsure for the first six months of the amendment's proposed January 1, 2015 effective date are budgeted at \$11.9 million, and would result in approximately \$3.7 million of Medicaid federal financial participation. This is indicated by our ability to categorize the activities of those MNsure staff as benefitting only enrollment activity for non-public programs in the Private Program Management and

## Section 4 – HEALTH CARE PROVIDER PAYMENTS

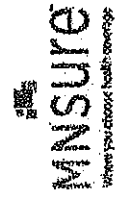
Transmittal	12-12-14
Effective:	01-01-15
DCA Approval:	
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### Schedule 38 continued

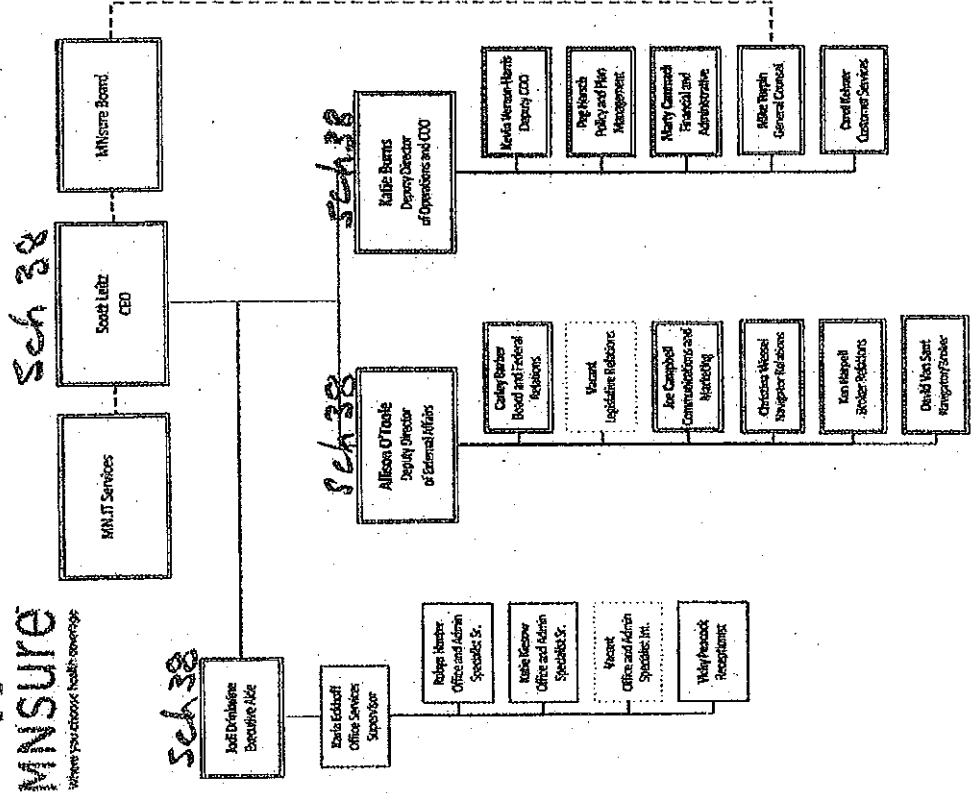
Regulatory function, a procedure which effectively reduces to a minimum any costs which are subsequently allocable to Medicaid administration in the Enrollment Management and Services function.

The cost of entry into Minnesota's Medicaid program via the MNsure exchange, however, is thought to be approximately offset by reduced activity and costs in the state's county human services offices, which would handle commensurately fewer Medicaid applicants as more apply via the MNsure portal. In addition, as more non-Medicaid eligible individuals apply for qualified health insurance and more SHOP applicants utilize the MNsure exchange, a lesser proportion of MNsure expenditures would probably be allocable to Medicaid administration. In estimating the net impact beyond the first six months of calendar year 2015 we would expect a mildly declining percentage of costs – for this reason – allocable to Medicaid administration.





MNSure Leadership



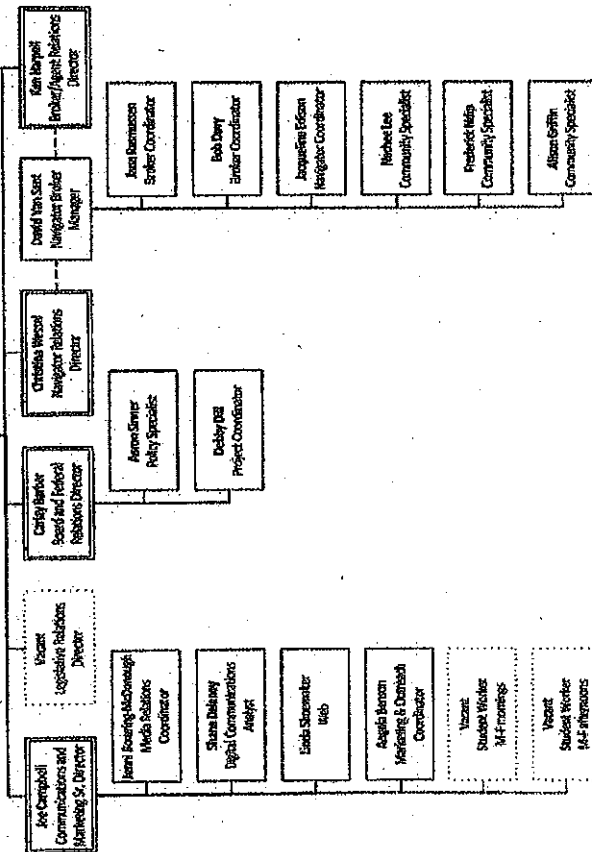
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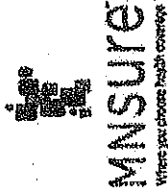
MNSURE  
www.youchoosehealthconnect.com

External Affairs  
SCA 38

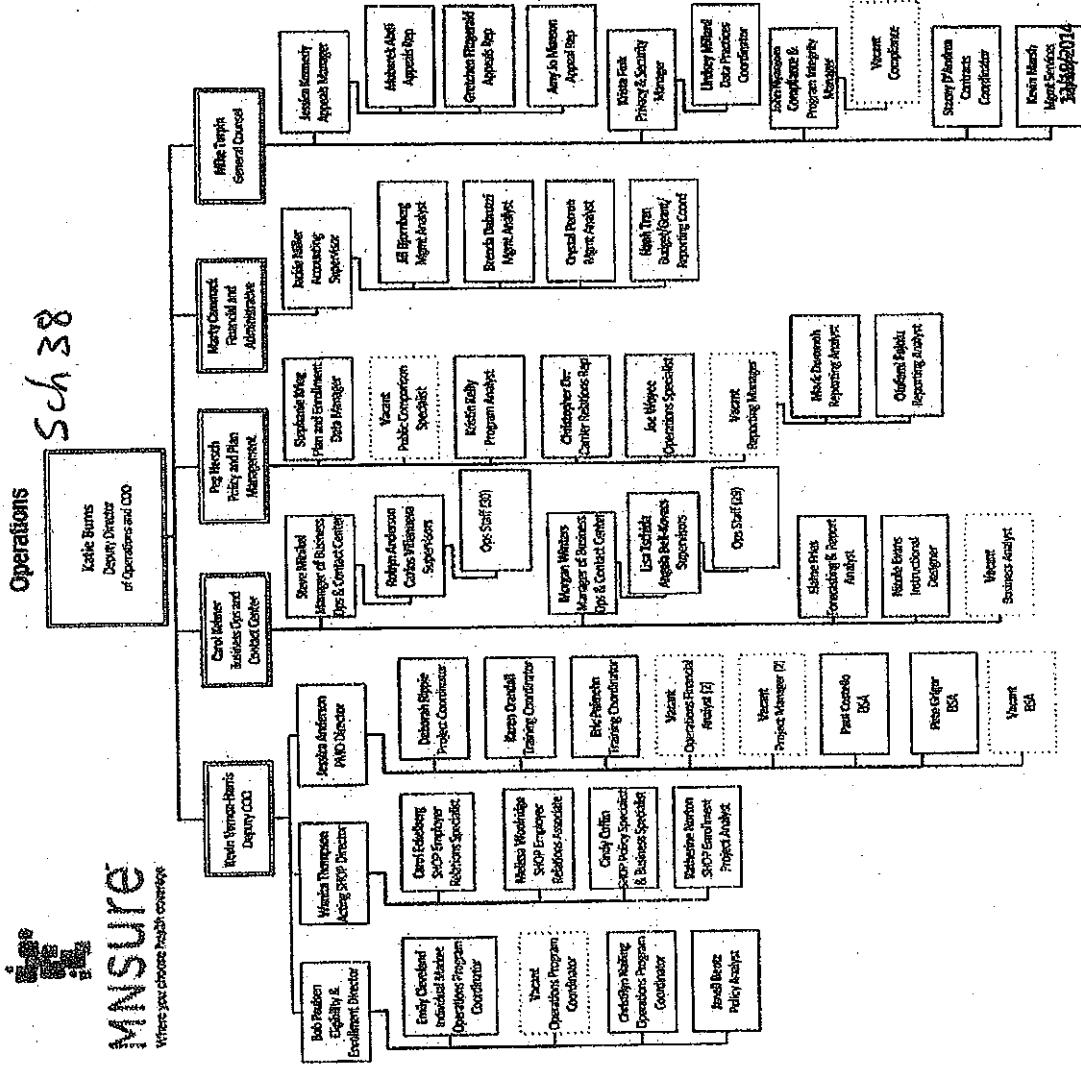
Allison O'Toole  
Deputy Director  
of External Affairs



12/10/2014



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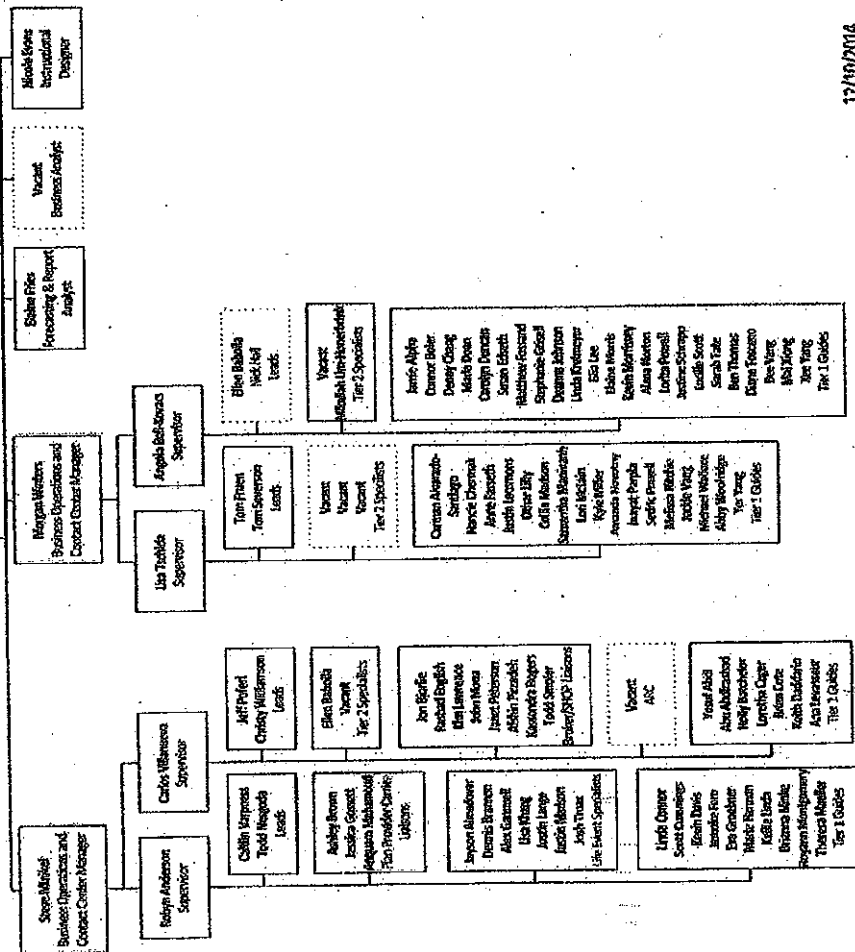
Attachment 38-1



MNSure  
Where the school health coverage

Contact Center Operations

56438  
Curt Hilliker  
Director of Business Ops  
and Contact Center



12/19/2014

**Interagency Services Agreement for MNsure Participation in the Administration of the  
Minnesota State Plan for Services Under Title XIX**

**Intent of the Agreement**

The Department of Human Services is designated as the Medicaid Agency for the State of Minnesota and, as such, is responsible for management and oversight of Medical Assistance (MA), which is Minnesota's Medicaid program. The day-to-day operations of MNsure play an important role in the Department of Human Services' outreach and enrollment strategies for Minnesotans seeking the services of public health coverage programs and services, including MinnesotaCare and Medicaid. Through this agreement, the Department of Human Services and MNsure are formally recognizing that work performed by MNsure benefits public health programs and MNsure expenditures will be included, as necessary, in the Department of Human Services public assistance cost allocation plan and operational advance planning documents.

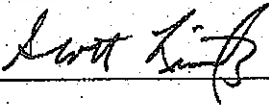
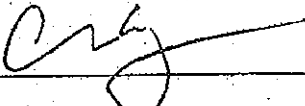
This agreement confirms that the services furnished by MNsure help the Department of Human Services to outreach, identify, intake, accept, determine eligibility for, and formally enroll individuals and their families into the entire range of public and private health insurance programs, including individual qualified health insurance plans, plans for small employers (Minnesota's SHOP plans), the basic health insurance plan (MinnesotaCare), and medical assistance services available for those qualifying for Medicaid. It is understood that the basis for billing will be the operational advance planning document and the quarterly operation of the public assistance cost allocation plan. It is further understood that any billing will be based on the actual cost incurred.

**Performance**

Beginning January 1, 2015, MNsure shall provide to the Department of Human Services a variety of services related to Medicaid eligibility determination and enrollment activities including, but not limited to application, on-going case maintenance and renewal activities, policy, outreach and post-eligibility activities, and other activities necessary for administration of the state plan for services under Title XIX.

Consideration

In consideration for the above described performance the Department of Human Services shall obtain annual appropriations for the ongoing operation of MNsure, and shall claim the federal share of any eligible expenditures via operation of its amended public assistance cost allocation plan and operational advance planning document, beginning January 1, 2015.

Signatures	MNsure	DHS
By:		
Title:	CEO	Deputy Commissioner
Date:	11-3-14	11/3/14



DEPARTMENT OF HEALTH & HUMAN SERVICES

Program Support Center  
Financial Management Portfolio  
Cost Allocation Services

1301 Young Street, Room 732  
Dallas, TX 75202  
PHONE: (214) 767-3261  
FAX: (214) 767-3264  
EMAIL: CAS-Dallas@psc.hhs.gov

**Amendment No. MN DHS 15-3**

September 4, 2015

Mr. Martin L. Cammack  
Director of Financial Operations Division  
Minnesota Department of Human Services  
444 Lafayette Road North  
St. Paul, MN 55155

Dear Mr. Cammack:

This is to advise you of the approval of the Public Assistance Cost Allocation Plan (PACAP) amendment which you submitted dated March 23, 2015. Your certification indicated an effective date of January 1, 2015.

In accordance with 45 CFR Part 95, Subpart E this approval is continuous until the allocation method (s) shown in this plan is outdated as a result of organizational changes within your agency or legislative, regulatory, or other changes that make necessary the submission of an amendment or new plan by you. The regulations require that as a condition of receipt of Federal financial participation in administration services (excluding assistance and medical vendor payments and purchased services) and training for any quarterly period, the State's claim for expenditures must be in accordance with the cost allocation plan on file and approved by the DCA for that period. Amendment to your plan would be required for any changes indicated above. The responsibility for submission of amendments rests solely with the State.

Approval of the plan/amendment cited above is predicated upon conditions that (1) no costs other than those incurred pursuant to the approved State plan are included in claims to the Federal government and that such costs are legal obligations, (2) the same costs that have been treated as indirect cost have not been claimed as direct costs (3) similar types of costs have been accorded consistent treatment (4) the approval is based on information provided by the State and is void if the information is later found to be materially incomplete or inaccurate (5) the allocations methods proposed result in an equitable distributions of costs or programs, and (6) the costs claimed for the appropriate rate of Federal financial participation must be allowable under the law, the cost principles contained in OMB Circular A-87, and program regulations.

Mr. Martin L. Cammack  
September 4, 2015  
Page 2

This approval presumes the existence of an accounting system with internal controls adequate to protect the interests of both the State and Federal government. Approval of this cost allocation plan/amendment does not constitute the approval of the estimated costs or statistical data submitted with the amendment nor did the actual expenditures report on your quarterly expenditure reports. The actual expenditures and statistical data remain subject to Federal review. This approval relates to the accounting treatment accorded the costs of your programs only, and nothing contained herein should be construed to approve activities not otherwise authorized by approved program plans, or Federal legislation or regulations.

The operation of the cost allocation plan/amendment approved by this document may from time to time be reviewed by authorized Federal staff including DCA, HHS Audit, and General Accounting Office staff. The disclosure of inequities during such reviews may necessitate changes to the plan.

If you have any questions regarding this letter, please call Pamela Page at (214) 767-6505.

Sincerely,

Darryl W.

Mayes -S

for Arif Karim

Director

Cost Allocation Services

Digitally signed by Darryl W. Mayes-S  
DN: cn=US, o=U.S. Government, ou=HHS,  
ou=PS, ou=People,  
ou=20150914105734-0400,  
c=Darryl W. Mayes-S  
Date: 2015.09.14 10:57:34 -0400

cc: Angela Green, ACF  
Ruth Hughes, CMS  
Francisco Lebron, USDA/FNS





DEPARTMENT OF HEALTH & HUMAN SERVICES

Program Support Center  
Financial Management Portfolio  
Cost Allocation Services

1301 Young Street, Room 732  
Dallas, TX 75202  
PHONE: (214) 767-3261  
FAX: (214) 767-3264  
EMAIL: CAS-Dallas@psc.hhs.gov

**Amendment No. MN DHS 15-2**

May 14, 2015

Mr. Martin L. Cammack  
Director of Financial Operations Division  
Minnesota Department of Human Services  
444 Lafayette Road North  
St. Paul, MN 55155

Dear Mr. Cammack:

This is to advise you of the approval of the Public Assistance Cost Allocation Plan (PACAP) amendment which you submitted dated December 12, 2014. Your certification indicated an effective date of October 1, 2014, except for OAPD related amendments and MNsure which are effective January 1, 2015.

In accordance with 45 CFR Part 95, Subpart E this approval is continuous until the allocation method (s) shown in this plan is outdated as a result of organizational changes within your agency or legislative, regulatory, or other changes that make necessary the submission of an amendment or new plan by you. The regulations require that as a condition of receipt of Federal financial participation in administration services (excluding assistance and medical vendor payments and purchased services) and training for any quarterly period, the State's claim for expenditures must be in accordance with the cost allocation plan on file and approved by the DCA for that period. Amendment to your plan would be required for any changes indicated above. The responsibility for submission of amendments rests solely with the State.

Approval of the plan/amendment cited above is predicated upon conditions that (1) no costs other than those incurred pursuant to the approved State plan are included in claims to the Federal government and that such costs are legal obligations, (2) the same costs that have been treated as indirect cost have not been claimed as direct costs (3) similar types of costs have been accorded consistent treatment (4) the approval is based on information provided by the State and is void if the information is later found to be materially incomplete or inaccurate (5) the allocations methods proposed result in an equitable distributions of costs or programs, and (6) the costs claimed for the appropriate rate of Federal financial participation must be allowable under the law, the cost principles contained in OMB Circular A-87, and program regulations.

Mr. Martin L. Cammack  
May 14, 2015  
Page 2

This approval presumes the existence of an accounting system with internal controls adequate to protect the interests of both the State and Federal government. Approval of this cost allocation plan/amendment does not constitute the approval of the estimated costs or statistical data submitted with the amendment nor did the actual expenditures report on your quarterly expenditure reports. The actual expenditures and statistical data remain subject to Federal review. This approval relates to the accounting treatment accorded the costs of your programs only, and nothing contained herein should be construed to approve activities not otherwise authorized by approved program plans, or Federal legislation or regulations.

The operation of the cost allocation plan/amendment approved by this document may from time to time be reviewed by authorized Federal staff including DCA, HHS Audit, and General Accounting Office staff. The disclosure of inequities during such reviews may necessitate changes to the plan.

If you have any questions regarding this letter, please call Pamela Page at (214) 767-6505.

Sincerely,

Darryl W. Mayes

-S

Darryl W. Mayes  
Deputy Director  
Cost Allocation Services

cc: Kent Wilcox, ACF  
Verlon Johnson, CMS  
Francisco Lebron, USDA/FNS

**MINNESOTA DEPARTMENT OF HUMAN SERVICES**  
**CENTRAL OFFICE COST ALLOCATION PLAN**  
 Allocation for Quarter Ending: 9/30/2015

COCAS Schedule 38MNSURE

Model ID 0 BASE DATA

	1 GENERAL ADMIN	2 PRIVATE PM&R SERV	3 ENROLL & MGMT SERV	4 CONTACT CENTER	5 MEDS OP	Totals
Direct Cost per SWIFT	1,298,771	609,414	755,462	695,470	53,771	3,412,888
** Adjustments to Cost	(56,312)	347,882	85,228	(2,798)		374,000
Adjusted Costs	1,242,459	957,296	840,690	692,672	53,771	3,786,888
Allocated Additions:						
Adjusted Total	1,242,459	957,296	840,690	692,672	53,771	3,786,888
ReAlloc Gen. Admin	(1,242,459)	150,437	256,294	835,728		
Allocatable Costs		1,107,733	1,096,984	1,528,400	53,771	3,786,888
Allocated To:						
243 MNSURE QUALIFIED HEALTH PLF		1,079,829	85,795	476,295	4,205	1,646,124
244 MNSURE SMALL EMPLOYEES PLAN		27,904	2,216		109	30,229
245 MNSURE MED ASSISTANCE PROG			810,068	795,487		1,605,555
246 MNSURE MNCARE (BHP)			198,905	256,618	9,750	465,273
248 MNSURE MEDS OPERATIONS 75%					39,707	39,707
<b>Totals</b>	<b>1,107,733</b>	<b>1,096,984</b>	<b>1,096,984</b>	<b>1,528,400</b>	<b>53,771.00</b>	<b>3,786,888</b>

\* 2,061,078

\* Allocation ID shown for General Admin refers to the allocation of General Admin across Cost Centers (row 2)

\*\* See Raw Data folder for details

FTE (MNsure H60, Fund 4120, APID 1500)

EBFD	Amount	PACAP - Schedule 38				Total	CCIO Establishment
		CC1-33000	CC2-33001	CC3-33002	CC4-33003		
30100	5.00		5.00			5.00	
30150	7.50	7.50				7.50	
30160	9.25					0.00	9.25
30200	4.50		4.50			4.50	
30220	4.00		4.00			4.00	
30240	4.00					0.00	4.00
30260	75.00				75.00	75.00	
30265	16.00					0.00	16.00
30266	9.00			9.00		9.00	
30280	5.00			5.00		5.00	
30300	9.00	9.00				9.00	
30400	9.00			9.00		9.00	
<b>Total</b>	<b>157.25</b>	<b>16.50</b>	<b>13.50</b>	<b>23.00</b>	<b>75.00</b>	<b>128.00</b>	<b>29.25</b>
<b>PACAP%</b>	<b>100.00%</b>					<b>81.400%</b>	
<b>CC%</b>	<b>100.00%</b>	<b>12.891%</b>	<b>10.547%</b>	<b>17.969%</b>	<b>58.594%</b>		<b>18.600%</b>

MNsure Enrollment as of 9-30-2015

Program	Count	Percent
<i>Private Programs</i>		
QHP	48,905	97.48%
SHOP	1,264	2.52%
<b>Total Private Programs</b>	<b>50,169</b>	<b>8.02%</b>
<i>Public Programs</i>		
BHP/MinnesotaCare	113,383	19.71%
Medical Assistance	461,755	80.29%
<b>Total Public Programs</b>	<b>575,138</b>	<b>91.98%</b>
<b>Total Enrollment</b>	<b>625,307</b>	<b>100.00%</b>

Call Center Metric as of 9-30-2015

Program	Count	Percent
<i>Known</i>		
QHP	141,261	
BHP/MinnesotaCare	38,021	
Medical Assistance	69,619	
<b>Total Known</b>	<b>248,901</b>	
<i>Unknown</i>		
Mixed Households	50,652	
No Determination	222,460	
<b>Total Unknown</b>	<b>273,112</b>	
<i>Estimated distribution of unknown based on MNsure enrollment</i>		
QHP	21,412	7.84%
BHP/MinnesotaCare	49,624	18.17%
Medical Assistance	202,076	73.99%
<b>Total</b>	<b>273,112</b>	<b>100.00%</b>
<b>Total Call Center</b>		
QHP	162,673	31.16%
BHP/MinnesotaCare	87,645	16.79%
Medical Assistance	271,695	52.05%
<b>Total</b>	<b>522,013</b>	<b>100.00%</b>

TOTAL Expenditures: SWIFT H60, Fund 4120, APID 1500

Direct Costs		PACAP - Schedule 38					CCHO
EBFD	Amount	CC1-33000	CC2-33001	CC3-33002	CC4-33003	Total	Establishment
30100	225,624.44	0.00	215,058.31	0.00	0.00	215,058.31	10,566.13
30150	986,775.84	880,184.28	5,926.88	0.00	0.00	886,111.16	100,664.68
30151	240,407.37	146,657.37	0.00	0.00	0.00	146,657.37	93,750.00
30160	945,527.53	0.00	0.00	13,147.20	0.00	13,147.20	932,380.33
30200	132,170.73	0.00	132,170.73	0.00	0.00	132,170.73	0.00
30220	80,576.58	0.00	80,576.58	0.00	0.00	80,576.58	0.00
30225	217,297.79	0.00	98,625.49	0.00	0.00	98,625.49	118,672.30
30240	75,730.51	0.00	0.00	0.00	0.00	0.00	75,730.51
30260	1,585,512.63	0.00	0.00	0.00	692,671.43	692,671.43	892,841.20
30261	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30265	314,435.22	0.00	0.00	0.00	0.00	0.00	314,435.22
30266	118,772.92	0.00	0.00	108,690.58	0.00	108,690.58	10,082.34
30280	200,472.08	0.00	0.00	167,817.23	0.00	167,817.23	32,654.85
30285	175,350.00	0.00	0.00	0.00	0.00	0.00	175,350.00
30286	1,564,710.14	0.00	0.00	13,194.00	0.00	13,194.00	1,551,516.14
30300	285,621.99	271,929.20	0.00	0.00	0.00	271,929.20	13,692.79
30350	251,684.00	0.00	27,757.00	0.00	0.00	27,757.00	223,927.00
30400	556,076.23	0.00	0.00	452,613.15	0.00	452,613.15	103,463.08
30401	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30700	13,194.73	0.00	13,194.73	0.00	0.00	13,194.73	0.00
30750	8,219.26	0.00	8,219.26	0.00	0.00	8,219.26	0.00
30800	115,585.05	0.00	8,832.45	0.00	0.00	8,832.45	106,752.60
30850	41,191.18	0.00	19,052.29	0.00	0.00	19,052.29	22,138.89
<b>Total</b>	<b>8,134,936.22</b>	<b>1,298,770.85</b>	<b>609,413.72</b>	<b>755,462.16</b>	<b>692,671.43</b>	<b>3,356,318.16</b>	<b>4,778,618.06</b>
COCAS download	8,135,032.50	1,298,770.85	609,413.72	755,462.16	695,469.83	3,359,116.56	4,775,915.94
	(96.28)	0.00	0.00	0.00	(2,798.40)	(2,798.40)	1,702.12

Adjustments		PACAP - Schedule 38					CCHO
EBFD	Amount	CC1-33000	CC2-33001	CC3-33002	CC4-33003	Total	Establishment
30100	0.00	0.00	5,283.06	0.00	0.00	5,283.06	(5,283.06)
30150	0.00	215,851.24	0.00	0.00	0.00	215,851.24	(215,851.24)
30151	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30160	0.00	0.00	0.00	(13,147.20)	0.00	(13,147.20)	13,147.20
30200	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30220	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30225	0.00	0.00	118,672.30	0.00	0.00	118,672.30	(118,672.30)
30240	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30260	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30261	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30265	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30266	0.00	0.00	0.00	(5,088.25)	0.00	(5,088.25)	5,088.25
30280	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30285	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30286	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30300	0.00	11,740.00	0.00	0.00	0.00	11,740.00	(11,740.00)
30350	0.00	0.00	223,927.00	0.00	0.00	223,927.00	(223,927.00)
30400	0.00	0.00	0.00	103,463.08	0.00	103,463.08	(103,463.08)
30401	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30700	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30750	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30800	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30850	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Adjustments</b>	<b>0.00</b>	<b>227,591.24</b>	<b>347,882.36</b>	<b>85,227.63</b>	<b>0.00</b>	<b>660,701.23</b>	<b>(660,701.23)</b>

Net Expenditures		PACAP - Schedule 38					CCHO
EBFD	Amount	CC1-33000	CC2-33001	CC3-33002	CC4-33003	Total	Establishment
30100	225,624.44	0.00	220,341.37	0.00	0.00	220,341.37	5,283.07
30150	986,775.84	1,096,035.52	5,926.88	0.00	0.00	1,101,962.40	(115,186.56)
30151	240,407.37	146,657.37	0.00	0.00	0.00	146,657.37	93,750.00
30160	945,527.53	0.00	0.00	0.00	0.00	0.00	945,527.53
30200	132,170.73	0.00	132,170.73	0.00	0.00	132,170.73	0.00
30220	80,576.58	0.00	80,576.58	0.00	0.00	80,576.58	0.00
30225	217,297.79	0.00	217,297.79	0.00	0.00	217,297.79	0.00
30240	75,730.51	0.00	0.00	0.00	0.00	0.00	75,730.51
30260	1,585,512.63	0.00	0.00	0.00	692,671.43	692,671.43	892,841.20
30261	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30265	314,435.22	0.00	0.00	0.00	0.00	0.00	314,435.22
30266	118,772.92	0.00	0.00	103,602.33	0.00	103,602.33	15,170.59
30280	200,472.08	0.00	0.00	167,817.23	0.00	167,817.23	32,654.85
30285	175,350.00	0.00	0.00	0.00	0.00	0.00	175,350.00
30286	1,564,710.14	0.00	0.00	13,194.00	0.00	13,194.00	1,551,516.14
30300	285,621.99	283,669.20	0.00	0.00	0.00	283,669.20	1,952.79
30350	251,684.00	0.00	251,684.00	0.00	0.00	251,684.00	0.00
30400	556,076.23	0.00	0.00	556,076.23	0.00	556,076.23	0.00
30401	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30700	13,194.73	0.00	13,194.73	0.00	0.00	13,194.73	0.00
30750	8,219.26	0.00	8,219.26	0.00	0.00	8,219.26	0.00
30800	115,585.05	0.00	8,832.45	0.00	0.00	8,832.45	106,752.60
30850	41,191.18	0.00	19,052.29	0.00	0.00	19,052.29	22,138.89
<b>Net Expenditures</b>	<b>8,134,936.22</b>	<b>1,526,362.09</b>	<b>957,296.08</b>	<b>840,689.79</b>	<b>692,671.43</b>	<b>4,017,019.39</b>	<b>4,117,916.83</b>

COCAS Download	8,135,032.50	1,298,770.85	609,413.72	755,462.16	695,469.83	3,359,116.56	4,775,915.94
Adjustments per above	0.00	227,591.24	347,882.36	85,227.63	0.00	660,701.23	(660,701.23)
Coding error in 33003					(2,798.40)		
General adm attr to CCHO	0.00	(283,903.00)				(283,903.00)	283,903.00
<b>Total adjustments</b>	<b>0.00</b>	<b>(56,311.76)</b>	<b>347,882.36</b>	<b>85,227.63</b>	<b>(2,798.40)</b>	<b>376,798.23</b>	<b>(376,798.23)</b>
<b>Adjusted costs</b>	<b>8,135,032.50</b>	<b>1,242,459.09</b>	<b>957,296.08</b>	<b>840,689.79</b>	<b>692,671.43</b>	<b>3,735,914.79</b>	<b>4,399,117.71</b>



Minnesota Department of **Human Services**

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December 12, 2014

Mr. Arif Karim, Director  
Central States Field Office  
Division of Cost Allocation  
1301 Young Street, Room 732  
Dallas, Texas 75202

Attention: Ms. Pamela Page

Dear Mr. Karim:

This letter is to formally propose and seek your approval of the enclosed amendments to the Public Assistance Cost Allocation Plan (PACAP) for the Minnesota Department of Human Services (DHS). These amendments were prepared in accordance with federal regulations contained in 45 CFR 95 Subpart E and 2-CFR Part 200.

The amendments are concentrated in Section 3 – DHS Central Office Expenditures where cost centers were added/amended to the following schedules: Schedule 8 - new CMS approved P/IAPD project, Schedule 11 - systems projects, Schedule 36 – new federal grant. For these amendments we propose an effective date of October 1, 2014.

In addition, several cost centers in schedules 22, 26 and 27 are amended due to the submittal to CMS of an updated OAPD for Medicaid Eligibility Determination System (MEDS). For the OAPD related amendments we propose an effective date of January 1, 2015.

Finally, MNsure operating expenditures are addressed in a new schedule with a proposed effective date of January 1, 2015. MNsure is Minnesota's Health Insurance Marketplace. MNsure plays an important role in the Department of Human Services' outreach and enrollment strategies for public health care programs. The proposed Schedule 38 procedures allocate the MNsure operating expenditures between the entire range of MNsure private and public health care programs. Further background is provided in the Schedule 38 narrative. The current DHS/MNsure interagency agreement is also enclosed.

Enclosed are only those pages of the PACAP that have been affected by these changes. Also enclosed are those exhibits that required modification due to the Section 3 amendments: Exhibit C - List of Federal and State Programs, Exhibit F - Direct Costs, Exhibit G - Intermediate Schedules, Exhibit H - Indirect Cost Centers, Exhibit I - Schedule Summary and Exhibit J - Cost Impact Statement.

Any questions regarding these amendments can be addressed to Lyle L. Koenig of my staff at 651-431-3729.

Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Martin L. Cammack". The signature is written in dark ink and is positioned above the typed name.

Martin L. Cammack  
Director, Financial Operations Division

Transmittal: 12-12-14  
Effective: 10-01-14  
DCA Approval:  
Superseded:

**CERTIFICATION**

**Public Assistance Cost Allocation Plan/Amendment**

**Date Plan/Amendment Submitted: December 12, 2014**

**Proposed Effective Date: October 1, 2014**

In accordance with 45 CFR 95.507(b)(8), I certify that:

- (i) That the information contained in the proposed cost allocation plan/amendment was prepared in conformance with 2 CFR Part 200.
- (ii) That the costs are accorded consistent treatment through the application of generally accepted accounting principles appropriate to the circumstances.
- (iii) That an adequate accounting and statistical system exists to support claims that will be made under the cost allocation plan; and
- (iv) That the information provided in support of the proposed cost allocation is accurate.

Signature: Martin L. Cammack

Date: 12-11-2014

Name: Martin L. Cammack

Title: Director, Financial Operations Division

Organization: Minnesota Department of Human Services



## Section 4 – HEALTH CARE PROVIDER PAYMENTS

Transmittal	12-12-14
Effective:	01-01-15
DCA Approval:	
Superseded:	

### MNSURE SCHEDULE 38

#### **Background**

The day-to-day operations of MNsure, the Minnesota Health Insurance Marketplace, play an important role in the Department of Human Services' outreach and enrollment strategies for Minnesotans seeking the services of public health coverage programs and services, including MinnesotaCare and Medicaid. The services furnished by our partners at MNsure help us to outreach, identify, intake, accept, determine eligibility for, and formally enroll individuals and their families into the entire range of public and private health insurance programs, including individual qualified health insurance plans, plans for small employers (Minnesota's SHOP plans), our basic health insurance plan (MinnesotaCare), and Medical Assistance services available for those qualifying for Medicaid.

Under the Affordable Care Act, an individual's modified adjusted gross income (MAGI) is a key determinant of eligibility for Medicaid services. In Minnesota, MAGI-based eligibility is determined within the health insurance exchange portal, which is accessed directly by individuals, counties, assistors and state staff.

#### **Nature of Amendment**

Because MNsure operations were designed as an integral part of Minnesota's Medicaid outreach and enrollment program, the legislature (Laws of 2013, Chapter 108) appropriated to the Minnesota Department of Human Services funds for the continued, prospective, coordinated operation of MNsure.

Schedule 38 procedures determine the direct and indirect cost of MNsure operations that are properly allocable to the administration of both private exchange programs (i.e., qualified health plans for individuals, and small employer SHOP plans), and public health insurance programs (i.e., MinnesotaCare basic health plans, and Medicaid). This schedule essentially classifies the quarterly actual expenditures of our MNsure partner into five functional cost centers. Each cost center is then properly allocated to benefitting programs on an individual statistical basis designed to distribute costs in direct proportion to benefits received.

#### **MNsure Organizational Chart**

An organizational chart showing the placement of each unit whose costs are charged to the programs operated by MNsure is enclosed as Attachment 38-1.

#### **DHS/MNsure Interagency Agreement**

The current DHS/MNsure "Interagency Services Agreement for MNsure Participation in the Administration of the Minnesota State Plan for Services under Title XIX" is enclosed as Attachment 38-2.

#### **MNsure Programs**

The following is a listing of all Federal and all non-Federal programs performed, administered, or serviced by MNsure's organizational units:

## Section 4 – HEALTH CARE PROVIDER PAYMENTS

Transmittal	12-12-14
Effective:	01-01-15
DCA Approval:	
Superseded:	

### Schedule 38 continued

#### Qualified Health Plans (QHPs)

QHPs are commercial health insurance plans offered by insurance companies to address the coverage needs of Minnesotans. All of the plans offer the same core set of benefits, including preventive services, mental health and substance abuse services, emergency services, prescription drugs and hospitalization. Some plans include benefits beyond the core set. Each of the plans has been reviewed by state regulators and approved to be sold on MNsure. All plans on the MNsure marketplace have been certified as QHPs.

#### Small Group Health Options Program (SHOP)

SHOP connects small businesses and nonprofit organizations to competing commercial health plans, providing a choice of health plan options that fit the needs and budget of the business and employees. Employers are able to compare premiums and benefits of all SHOP certified participating plans, select the plan(s) they would like to offer their employees and pay one convenient aggregated premium payment.

In addition, federal tax credits may be available to eligible employers who enroll their employees in health plans through the SHOP, providing more affordable health insurance to both the employer and employee(s).

#### Minnesota Care (Basic Health Program)

MinnesotaCare is a publicly subsidized health care program for residents who do not have access to affordable health care coverage. MinnesotaCare is funded by a dedicated fund that is financed by a two percent tax on health care provider revenues, a one percent tax on HMO premiums, MinnesotaCare enrollee premiums, and, beginning in January 2015, federal funding under the Basic Health Program. Most enrollees pay a monthly premium based on family size and income. Children under 21, some military families, and families with an enrolled American Indian do not pay a monthly premium. Beginning in 2015, individuals with household income below 5% of the federal poverty guidelines are also exempt from premiums. Eligibility for the program is administered by the Department of Human Services with support from local human service offices in all 87 Minnesota counties. DHS contracts with both health care providers and health plans across the state to deliver health care to enrollees who can choose their health plan from those serving MinnesotaCare enrollees in their county.

#### Medical Assistance (Title XIX Medicaid Program)

Medical Assistance (MA) is Minnesota's Medicaid program. It is the largest of Minnesota's publicly funded health care programs. It provides health care coverage to over 900,000 low-income Minnesotans each month. Three-fourths of those are children and families, pregnant women and adults without children. The others are people 65 or older and people with disabilities. Most enrollees get their health care through health plans. The rest get care on a fee-for-service basis, with providers billing the state directly for services provided. MA is funded with state and federal Title XIX Medicaid funds. The Minnesota Department of Human Services oversees the program statewide and eligibility for the program is administered by local human service offices in all 87 Minnesota counties. The federal Centers for Medicare and Medicaid Services oversees Medicaid nationally.

#### Activities Performed and Explanation of Benefits

MNsure operational expenditures included on this schedule are categorized as follows:

- Executive- including MNsure Board expenses and payroll expenses of the following MNsure positions/roles in the organization: Executive Director, Executive Aide, Board and Federal

## Section 4 – HEALTH CARE PROVIDER PAYMENTS

Transmittal	12-12-14
Effective:	01-01-15
DCA Approval:	
Superseded:	

### Schedule 38 continued

Relations Director, Legislative Relations Director, Deputy Director of External Affairs, and Deputy Director of Operations. These benefit only the private QHP and SHOP programs.

- Support Services— including payroll and non-payroll expenditures for support staff, accounting operations staff, office equipment, supplies, staff development, travel, office space leases, etc. Also includes financial services and standard desktop IT services purchased from DHS based on interagency agreement. These benefit the private QHP and SHOP and public Medical Assistance and MinnesotaCare programs.
- Legal & Compliance – including payroll and non-payroll expenditures for the following which benefit the private QHP and SHOP and public Medical Assistance and MinnesotaCare programs:
  - a) Compliance & Program Integrity – This activity encompasses the development, implementation, and ongoing operation of a comprehensive compliance program for MNsure. Included in this activity are the establishment, oversight, and monitoring of an internal control framework, specific administrative policies and procedures, appropriate training programs, investigation of fraud, waste and abuse claims, and collaboration with external entities on consumer complaint resolution, and coordination and assistance with external audits. Also includes certain internal audit services purchased from the Department of Human Service based on interagency agreement.
  - b) Privacy & Security – This activity encompasses the development, implementation, and ongoing operation of a comprehensive information privacy and security program for MNsure. Included in this activity are the establishment, oversight, and monitoring of MNsure information policies, procedures, and standards; and advice and assistance on any data privacy or security related legal issues. Additionally, this activity includes management of the manual identity proofing process that is necessary to allow users to create an online account when the automated identity proofing process is unable to perform this function.
  - c) Data Practices – This activity encompasses the development, implementation and ongoing operation of MNsure's policies and procedures related to providing public access to data in MNsure's possession in accordance with state and federal law, and MNsure's compliance with applicable open meeting/public access laws.
  - d) Contract Management – This activity encompasses the provision of legal advice and assistance on MNsure contract and grant issues.
  - e) Purchasing and Facility Management – This activity encompasses the development, implementation, and ongoing operation of overall procurement processes for MNsure, and overall facility management for MNsure.
  - f) Appeals Management – This activity encompasses the development, implementation, and ongoing operation of the processes and procedures for representation of MNsure's position in those appeals related to eligibility determinations made by MNsure, also include oversight and management of the interagency agreement with the Department of Human Services for appeal adjudication services in those appeals related to eligibility determinations made by MNsure.
- Appeals Adjudication – appeal adjudication services purchased from DHS based on interagency agreement. These services pertain to appeals related to eligibility determinations made by MNsure including: eligibility for APTC/CSR; eligibility to purchase a QHP through MNsure;

## Section 4 – HEALTH CARE PROVIDER PAYMENTS

Transmittal	12-12-14
Effective:	01-01-15
DCA Approval:	
Superseded:	

### Schedule 38 continued

eligibility to participate in SHOP as an employer; eligibility to participate in SHOP as an employee; and eligibility for a special enrollment period through MNsure. Additionally, some of these appeals may be conducted in hearings simultaneous with appeals related to other programs for which the MNsure system facilitates eligibility determinations, but for which the Department of Human Services ultimately makes the eligibility determinations. For example, an individual's appeal of MNsure's denial of an individual's eligibility for APTC may be heard simultaneous to the individual's appeal of DHS's denial of eligibility for MA and MinnesotaCare. These benefit only the private QHP and SHOP programs.

- Regulatory– regulatory expenditures of the Department of Commerce and of the Department of Health in accordance with interagency agreements with each agency. This activity benefits only the private QHP and SHOP programs.
- Project Management – including payroll and non-payroll for project management resources across the organization, providing the flexibility to address high priority special projects with non-permanent staff resources. Also includes consultant contracts that address the current MNsure system limitations via the development of manual work around policies, procedures and documentation in support of public and private health care programs offered through MNsure. This activity benefits the private QHP and program and the public Medical Assistance and MinnesotaCare programs.
- Plan Management & Reporting – payroll and non-payroll expenditures in support of work with health insurance companies that offer qualified health plans on MNsure to address policy and operational concerns. Includes certifying health plans in conjunction with state regulatory agencies and for the loading, display and content of all information about qualified health plans on MNsure. Includes productions of federally required reports and other metrics of interest. This activity benefits only the private QHP program.
- Eligibility & Enrollment – payroll and non-payroll expenditures in support of establishment and implementation of required federal and state policies related to individual market eligibility and enrollment activities. Includes work on determining eligibility to purchase private coverage with or without tax credits, verification issues, renewal processes and other eligibility issues. Also includes extensive work with DHS to determine appropriate rules/processes for families with members who are eligible for various types of affordability assistance and/or who may transition between public and private coverage. This activity benefits only the private QHP program.
- Eligibility Notices / Invoicing / Receipt Processing – print, mail and receipting services purchased from DHS based on interagency agreement or purchased from outside vendors, as applicable. This activity benefits only the private QHP and SHOP programs.
- SHOP Program – payroll and non-payroll expenditures in support of the SHOP Program. This activity benefits only the private SHOP program.
- Contact Center – payroll and non-payroll expenditures attributable to providing assistance to all consumers and constituents seeking health insurance coverage through MNsure via phone, email and social media inquiries, on issues such as: enrollment, application changes, eligibility, life event changes and all general or specific questions related to the exchange and the plans offered.

## Section 4 – HEALTH CARE PROVIDER PAYMENTS

Transmittal	12-12-14
Effective:	01-01-15
DCA Approval:	
Superseded:	

### Schedule 38 continued

This activity benefits the private OHP and SHOP programs and the public Medical Assistance and MinnesotaCare programs.

- Manual Operations – payroll and non-payroll expenditures attributable to manual operations. Currently there are approximately 32 processes that require work to be done either partially or completely outside the application system. Some work is due to system issues while other processes are a normal part of the business. Those processes include: processing of life events, special enrollment periods, verification of eligibility, quality auditing of manual enrollments, quality auditing of the 834ST, processing of manual enrollments via paper applications, relationship management and issue resolution with the carriers, processing of SHOP invoices, SHOP email, carrier error reports, APTC recalculations. This activity benefits only the private OHP and SHOP programs.
- Assistor Resource Center – payroll and non-payroll expenditures attributable to providing assistance to the navigator community. This work includes both consumer and navigator related issues and concerns. This activity benefits the private OHP program and the public Medical Assistance and MinnesotaCare programs.
- Navigator-Assistor-Broker Program – includes payroll and non-payroll attributable to MNsure's efforts to build a robust statewide network of entities that help increase the number of uninsured Minnesotans. This activity benefits the private OHP program and the public Medical Assistance and MinnesotaCare programs.
- Navigator-Assistor Outreach Grants – includes grant contract payments to organizations: (1) assisting populations facing barriers to enrollment with coverage and renewal through MNsure, (2) building regional navigator resource and referral networks to reach and enroll Minnesotans, and (3) finding, connecting and educating uninsured Minnesotans about the importance of having health care insurance and options available for obtaining coverage through MNsure. This activity benefits the private OHP program and the public Medical Assistance and MinnesotaCare programs.
- Navigator-Assistor Enrollment Fee Grants– includes grant contract payments to navigator organizations for each successful enrollment. These payments are attributable only to the private OHP program; however, comparable grant activity exists in the DHS budget for successful Medical Assistance and MinnesotaCare public program enrollment.
- Communications – includes payroll and non-payroll expenditures for communications and external relations activities benefiting the private OHP program and the public Medical Assistance and MinnesotaCare programs:
  - a) Public relations and marketing activities, including production of communications materials including press releases, videos, and essays; proactive and reactive media relations; managing two large contracts for advertising and grassroots outreach; website maintenance and development; management of marketing items and materials; event planning and promoting; and other activities.
  - b) Navigator / broker / agent relations activities that ensure navigators, grantee organizations, brokers and agents have policy direction from MNsure and DHS. Coordinate efforts across agencies, and provide crucial external face to these key MNsure stakeholder groups. Attend external meetings, develop policy and priorities, and facilitate large group meetings.

## Section 4 – HEALTH CARE PROVIDER PAYMENTS

Transmittal	12-12-14
Effective:	01-01-15
DCA Approval:	
Superseded:	

### Schedule 38 continued

- MNsure System - includes the Medicaid Eligibility Determination System (MEDS) operational costs authorized in Minnesota's pending federally approved MEDS Operational Advanced Planning Document (OAPD).

### **Procedures Used to Identify, Measure and Allocate Costs to Benefiting Programs and Activities**

**CC 1 – General Administration (33000):** This cost center includes salary and related charges for Support Services, Project Management and Legal & Compliance as described above and is allocated to remaining cost centers on this schedule on the basis of the ratio of full time equivalent (FTE) employee count of each cost center to the total FTE employee count for this schedule, obtained and updated quarterly from the statewide payroll system (SEMA4).

**CC 2 – Private Program Management & Regulatory Services (33001):** This cost center includes salary and related charges for Executive, Appeals Adjudication, Regulatory, Plan Management & Reporting, SHOP Program, Eligibility & Enrollment, Eligibility Notices / Invoicing / Receipt Processing, Manual Operations, and Navigator-Assistor Enrollment Fee Grants as described above and is allocated to only non-public programs on the basis of the total aggregate case mix to all non-public MNsure programs. These costs are financed by collecting a percentage (up to 3.5%) of QHP and SHOP premiums paid to carriers for plans sold through MNsure (MN Statute 62V.05).

**CC 3 – Enrollment Management & Services (33002):** This cost center includes salary and related charges for Assistor Resource Center, Navigator-Assistor-Broker Program, Navigator-Assistor Outreach Grants and Communications as described above and is allocated to the entire range of MNsure programs as these costs have in common the operational responsibility for coordinated outreach, enrollment and support for eligibility determination for the entire range of MNsure programs. The allocation basis is the total aggregate case mix to all MNsure programs (Medical Assistance Title XIX, MinnesotaCare, QHP and SHOP). The Medical Assistance share is claimed at 50% federal financial participation.

**CC 4 – Contact Center (33003):** This cost center includes salary and related charges for Contact Center as described above and is allocated to the entire range of MNsure programs in proportion to overall call volume by program (Medical Assistance Title XIX, MinnesotaCare, QHP and SHOP). The Medical Assistance share is claimed at 50% federal financial participation.

**CC 5 – Medicaid Eligibility Determination Systems Operations (33004):** This cost center includes salary and related charges for operations of the MEDS as described above and is allocated on the basis of the total aggregate case mix to all MNsure programs (Medical Assistance Title XIX, MinnesotaCare, QHP and SHOP) in accordance with Minnesota's pending federally approved MEDS Operational Advanced Planning Document (OAPD). The Medical Assistance eligible portion is claimed at 75% federal financial participation.

### **Estimated Cost Impact**

The estimated cost impact to Federal awards resulting from the proposed changes to our previously approved plan is at this point thought to be minimal. The operational expenses of MNsure are not very substantial. The total expenditures by the Minnesota Department of Human Services for the operations of MNsure for the first six months of the amendment's proposed January 1, 2015 effective date are budgeted at \$1.9 million, and would result in approximately \$3.7 million of Medicaid federal financial participation. This is indicated by our ability to categorize the activities of those MNsure staff as benefitting only enrollment activity for non-public programs in the Private Program Management and

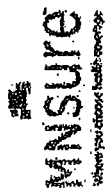
Section 4 – HEALTH CARE PROVIDER PAYMENTS

Transmittal	12-12-14
Effective:	01-01-15
DCA Approval:	
Superseded:	

Schedule 38 continued

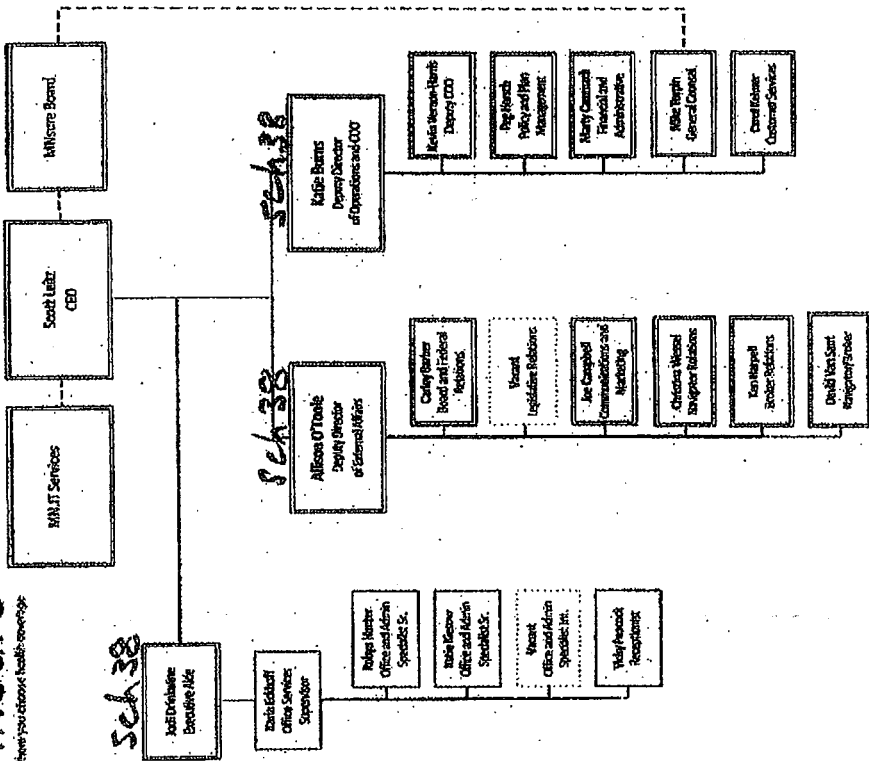
Regulatory function, a procedure which effectively reduces to a minimum any costs which are subsequently allocable to Medicaid administration in the Enrollment Management and Services function.

The cost of entry into Minnesota's Medicaid program via the MNsure exchange, however, is thought to be approximately offset by reduced activity and costs in the state's county human services offices, which would handle commensurately fewer Medicaid applicants as more apply via the MNsure portal. In addition, as more non-Medicaid eligible individuals apply for qualified health insurance and more SHOP applicants utilize the MNsure exchange, a lesser proportion of MNsure expenditures would probably be allocable to Medicaid administration. In estimating the net impact beyond the first six months of calendar year 2015 we would expect a mildly declining percentage of costs – for this reason – allocable to Medicaid administration.



MNSure Leadership

Sch 38



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Sch 38

Sch 38

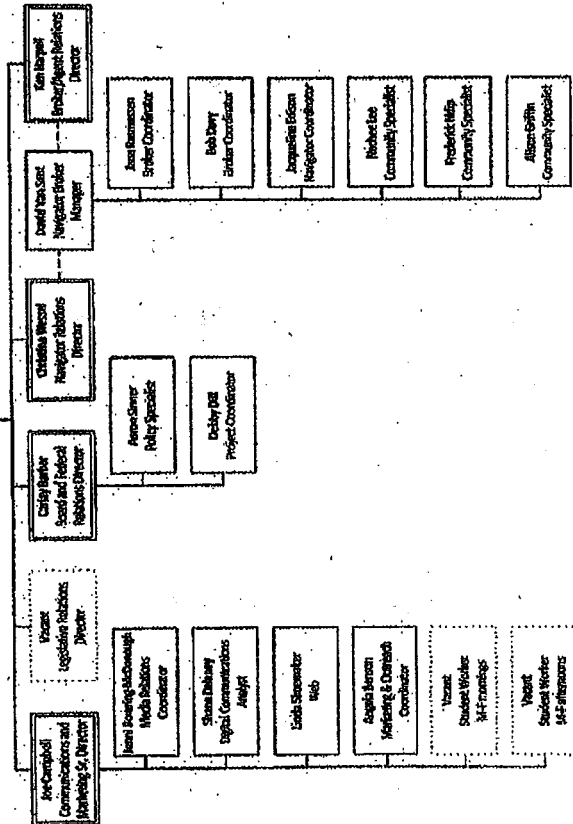
12/10/2014



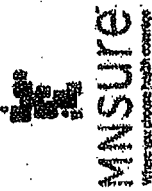


**External Affairs**  
**SCA 38**

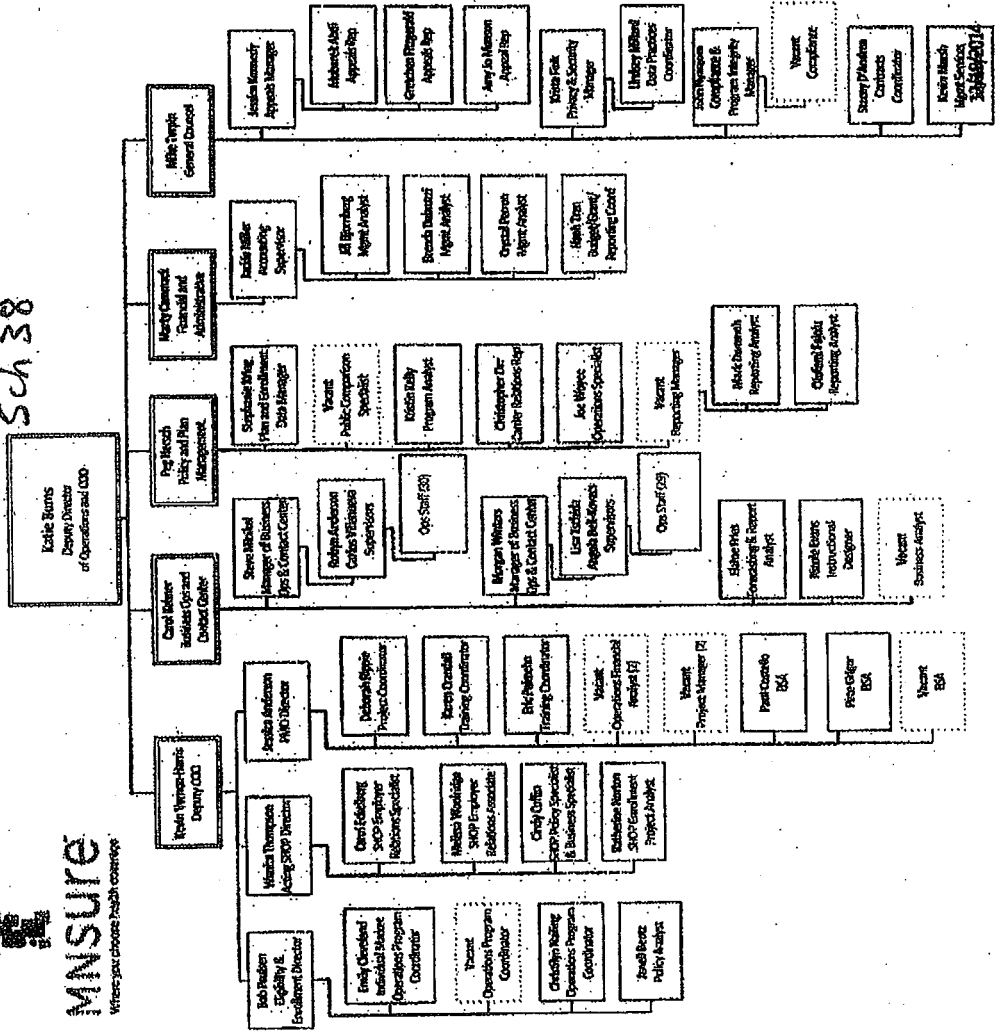
Alicia O'Toole  
Deputy Director  
of External Affairs



12/10/2014



Operations  
Sch 38





**Interagency Services Agreement for MNSure Participation in the Administration of the  
Minnesota State Plan for Services Under Title XIX**

**Intent of the Agreement**

The Department of Human Services is designated as the Medicaid Agency for the State of Minnesota and, as such, is responsible for management and oversight of Medical Assistance (MA), which is Minnesota's Medicaid program. The day-to-day operations of MNSure play an important role in the Department of Human Services' outreach and enrollment strategies for Minnesotans seeking the services of public health coverage programs and services, including MinnesotaCare and Medicaid. Through this agreement, the Department of Human Services and MNSure are formally recognizing that work performed by MNSure benefits public health programs and MNSure expenditures will be included, as necessary, in the Department of Human Services public assistance cost allocation plan and operational advance planning documents.

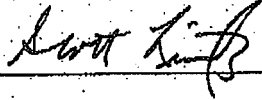
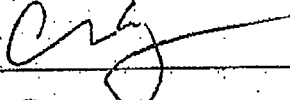
This agreement confirms that the services furnished by MNSure help the Department of Human Services to outreach, identify, intake, accept, determine eligibility for, and formally enroll individuals and their families into the entire range of public and private health insurance programs, including individual qualified health insurance plans, plans for small employers (Minnesota's SHOP plans), the basic health insurance plan (MinnesotaCare), and medical assistance services available for those qualifying for Medicaid. It is understood that the basis for billing will be the operational advance planning document and the quarterly operation of the public assistance cost allocation plan. It is further understood that any billing will be based on the actual cost incurred.

**Performance**

Beginning January 1, 2015, MNSure shall provide to the Department of Human Services a variety of services related to Medicaid eligibility determination and enrollment activities including, but not limited to application, on-going case maintenance and renewal activities, policy, outreach and post-eligibility activities, and other activities necessary for administration of the state plan for services under Title XIX.

Consideration

In consideration for the above described performance the Department of Human Services shall obtain annual appropriations for the ongoing operation of MNsure, and shall claim the federal share of any eligible expenditures via operation of its amended public assistance cost allocation plan and operational advance planning document, beginning January 1, 2015.

Signatures	MNsure	DHS
By:		
Title:	CEO	Deputy Commissioner
Date:	11-3-14	11/3/14



DEPARTMENT OF HEALTH & HUMAN SERVICES

Program Support Center  
Financial Management Portfolio  
Cost Allocation Services

1301 Young Street, Room 732  
Dallas, TX 75202  
PHONE: (214) 767-3261  
FAX: (214) 767-3264  
EMAIL: CAS-Dallas@psc.hhs.gov

Amendment No. MN DHS 15-3

September 4, 2015

Mr. Martin L. Cammack  
Director of Financial Operations Division  
Minnesota Department of Human Services  
444 Lafayette Road North  
St. Paul, MN 55155

Dear Mr. Cammack:

This is to advise you of the approval of the Public Assistance Cost Allocation Plan (PACAP) amendment which you submitted dated March 23, 2015. Your certification indicated an effective date of January 1, 2015.

In accordance with 45 CFR Part 95, Subpart E this approval is continuous until the allocation method (s) shown in this plan is outdated as a result of organizational changes within your agency or legislative, regulatory, or other changes that make necessary the submission of an amendment or new plan by you. The regulations require that as a condition of receipt of Federal financial participation in administration services (excluding assistance and medical vendor payments and purchased services) and training for any quarterly period, the State's claim for expenditures must be in accordance with the cost allocation plan on file and approved by the DCA for that period. Amendment to your plan would be required for any changes indicated above. The responsibility for submission of amendments rests solely with the State.

Approval of the plan/amendment cited above is predicated upon conditions that (1) no costs other than those incurred pursuant to the approved State plan are included in claims to the Federal government and that such costs are legal obligations, (2) the same costs that have been treated as indirect cost have not been claimed as direct costs (3) similar types of costs have been accorded consistent treatment (4) the approval is based on information provided by the State and is void if the information is later found to be materially incomplete or inaccurate (5) the allocations methods proposed result in an equitable distributions of costs or programs, and (6) the costs claimed for the appropriate rate of Federal financial participation must be allowable under the law, the cost principles contained in OMB Circular A-87, and program regulations.





DEPARTMENT OF HEALTH & HUMAN SERVICES

Program Support Center  
Financial Management Portfolio  
Cost Allocation Services

1301 Young Street, Room 732  
Dallas, TX 75202  
PHONE: (214) 767-3261  
FAX: (214) 767-3264  
EMAIL: CAS-Dallas@psc.hhs.gov

Amendment No. MN DHS 15-2

May 14, 2015

Mr. Martin L. Cammack  
Director of Financial Operations Division  
Minnesota Department of Human Services  
444 Lafayette Road North  
St. Paul, MN 55155

Dear Mr. Cammack:

This is to advise you of the approval of the Public Assistance Cost Allocation Plan (PACAP) amendment which you submitted dated December 12, 2014. Your certification indicated an effective date of October 1, 2014, except for OAPD related amendments and MNSure which are effective January 1, 2015.

In accordance with 45 CFR Part 95, Subpart E this approval is continuous until the allocation method (s) shown in this plan is outdated as a result of organizational changes within your agency or legislative, regulatory, or other changes that make necessary the submission of an amendment or new plan by you. The regulations require that as a condition of receipt of Federal financial participation in administration services (excluding assistance and medical vendor payments and purchased services) and training for any quarterly period, the State's claim for expenditures must be in accordance with the cost allocation plan on file and approved by the DCA for that period. Amendment to your plan would be required for any changes indicated above. The responsibility for submission of amendments rests solely with the State.

Approval of the plan/amendment cited above is predicated upon conditions that (1) no costs other than those incurred pursuant to the approved State plan are included in claims to the Federal government and that such costs are legal obligations, (2) the same costs that have been treated as indirect cost have not been claimed as direct costs (3) similar types of costs have been accorded consistent treatment (4) the approval is based on information provided by the State and is void if the information is later found to be materially incomplete or inaccurate (5) the allocations methods proposed result in an equitable distributions of costs or programs, and (6) the costs claimed for the appropriate rate of Federal financial participation must be allowable under the law, the cost principles contained in OMB Circular A-87, and program regulations.



Mr. Martin L. Cammack  
May 14, 2015  
Page 2

This approval presumes the existence of an accounting system with internal controls adequate to protect the interests of both the State and Federal government. Approval of this cost allocation plan/amendment does not constitute the approval of the estimated costs or statistical data submitted with the amendment nor did the actual expenditures report on your quarterly expenditure reports. The actual expenditures and statistical data remain subject to Federal review. This approval relates to the accounting treatment accorded the costs of your programs only, and nothing contained herein should be construed to approve activities not otherwise authorized by approved program plans, or Federal legislation or regulations.

The operation of the cost allocation plan/amendment approved by this document may from time to time be reviewed by authorized Federal staff including DCA, HHS Audit, and General Accounting Office staff. The disclosure of inequities during such reviews may necessitate changes to the plan.

If you have any questions regarding this letter, please call Pamela Page at (214) 767-6505.

Sincerely,

Darryl W. Mayes

-S

Darryl W. Mayes  
Deputy Director  
Cost Allocation Services

cc: Kent Wilcox, ACF  
Verlon Johnson, CMS  
Francisco Lebron, USDA/FNS

History of Appropriations Tracking to Department of Human Services for HIX/ MNSure									
Fund BACT									
2015 Session			EOS Tracking	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
GF	11	Operations - transfer out to systems	Line 804	0	0	8,182	9,288	9,743	9,743
HCAF	11	Operations - net savings	Line 805	0	0	(3,033)	(2,765)	(3,220)	(3,220)
DETAIL OF ABOVE APPROPRIATION CHANGES:									
<b>DHS Share MNSure IT System (Development and Operations)</b>				<b>0</b>	<b>0</b>	<b>7,000</b>	<b>3,500</b>	<b>3,500</b>	<b>3,500</b>
GF	11	Operations		0	0	5,180	2,590	3,045	3,045
HCAF	11	Operations		0	0	1,820	910	455	455
New: further breakout of budget item above									
System Development				0	0	5,250	0	0	0
GF	11	Operations		0	0	3,658			
HCAF	11	Operations		0	0	1,592			
System Operations				0	0	1,750	3,500	3,500	3,500
GF	11	Operations		0	0	1,522	2,590	3,045	3,045
HCAF	11	Operations		0	0	228	910	455	455
<b>DHS Share of MNSure Business Operations</b>				<b>0</b>	<b>0</b>	<b>(1,851)</b>	<b>3,023</b>	<b>3,023</b>	<b>3,023</b>
GF	11	Operations		0	0	3,002	6,698	6,698	6,698
HCAF	11	Operations		0	0	(4,853)	(3,675)	(3,675)	(3,675)
2013 Session			EOS Tracking	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
<b>DHS Share MNSure IT System Development</b>				<b>2,549</b>	<b>1,551</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
GF	11	Operations	Line 371	1,825	1,000	0	0	0	0
HCAF	13	Health Care Administration	Line 872	724	551	0	0	0	0
<b>DHS Share of MNSure Operations (IT System and Business)</b>				<b>0</b>	<b>2,631</b>	<b>10,440</b>	<b>10,370</b>	<b>10,370</b>	<b>10,370</b>
GF	11	Operations	Line 371	0	1,502	3,222	3,037	3,037	3,037
HCAF	13	Health Care Administration	Line 874	0	1,129	7,218	7,333	7,333	7,333
New: further breakout of budget item above									
IT System Operations				0	680	3,537	4,530	4,530	4,530
GF	11	Operations		0	388	1,092	1,327	1,327	1,327
HCAF	13	Health Care Administration		0	292	2,445	3,203	3,203	3,203
Business Operations				0	1,951	6,903	5,840	5,840	5,840
GF	11	Operations		0	1,114	2,130	1,711	1,711	1,711
HCAF	13	Health Care Administration		0	837	4,773	4,129	4,129	4,129
<b>MinnesotaCare Enrollment Grants through 12-31-2014</b>				<b>2,038</b>	<b>1,223</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
HCAF	13	Health Care Administration (16A.285 xfer to B)	Line 873	2,038	1,223	0	0	0	0
The FY 2014 and FY 2015 amount has been transferred to BACT 51 (Health Care Grants) within SWIFT.									
<b>MinnesotaCare Enrollment Grants beginning 1-1-2015 (BHP)</b>				<b>0</b>	<b>2,965</b>	<b>2,990</b>	<b>3,115</b>	<b>3,115</b>	<b>3,115</b>
HCAF	13	Health Care Administration (16A.285 & base a	Line 874	0	2,965	2,990	3,115	3,115	3,115

**SUMMARY**

<b>METS (former MNSure IT System) Development</b>	<b>2,549</b>	<b>1,551</b>	<b>5,250</b>	<b>0</b>	<b>0</b>	<b>0</b>
General Fund	1,825	1,000	3,658	0	0	0
Health Care Access Fund	724	551	1,592	0	0	0
<b>METS (former MNSure IT System) Operations</b>	<b>0</b>	<b>680</b>	<b>5,287</b>	<b>8,030</b>	<b>8,030</b>	<b>8,030</b>
General Fund	0	388	2,614	3,917	4,372	4,372
Health Care Access Fund	0	292	2,673	4,113	3,658	3,658
<b>MNSure Business Operations</b>	<b>0</b>	<b>1,951</b>	<b>5,052</b>	<b>8,863</b>	<b>8,863</b>	<b>8,863</b>
General Fund	0	1,114	5,132	8,409	8,409	8,409
Health Care Access Fund	0	837	(80)	454	454	454
<b>MA &amp; Minnesota Care Enrollment Grants</b>	<b>2,038</b>	<b>4,188</b>	<b>2,990</b>	<b>3,115</b>	<b>3,115</b>	<b>3,115</b>
General Fund	0	0	0	0	0	0
Health Care Access Fund	2,038	4,188	2,990	3,115	3,115	3,115
<b>TOTAL</b>	<b>4,587</b>	<b>8,370</b>	<b>18,579</b>	<b>20,008</b>	<b>20,008</b>	<b>20,008</b>
General Fund	1,825	2,502	11,404	12,326	12,781	12,781
Health Care Access Fund	2,762	5,868	7,175	7,682	7,227	7,227

# Minnesota Eligibility Technology System

## Fiscal Report for QE 9-30-2016

### Introduction

1. The METS fiscal report is a product of the METS Executive Steering Committee Finance Work Group. This group includes financial management from MN.IT, DHS and MNSure.
2. The report is produced quarterly, in accordance with M.S. 62V.055, Subdivision 3, and is available approximately 45 days following quarter-end.
3. The report includes two tables:

Table 1: Overall View of METS Budget. This table shows the previous completed fiscal year, the current fiscal year budget, and budget planning for the subsequent two fiscal years.

Table 2: FY 2017 Budget v. YTD. This table shows the current fiscal year budget and quarterly actual expenditures. Note that this table includes an *Expenditures After FY End* column to report on the FY2017 expenditures that are recognized after June 30th due to the standard procedural lag between invoicing and payments.

**Note: While the entire FY 2017 budget is committed, actual expenditures may lag or not occur at a steady rate throughout the year. Examples may include:**

- a. State Personnel, due to payroll processing and interagency billing.
- b. IT Staff Augmentation and Vendor Contracts, due to billing lag, timing of various projects based on development roadmap, and associated deadlines throughout the year.
- c. Licensing, Hardware & Maintenance, due to processing time and the execution of payments throughout the year (not shown as accruals).
- b. Central Charges, due to processing and interagency billing.

4. Both tables are based on the following standard reporting conventions:

Development v. Operations. Within both the Expenditure and Financing sections, development is distinguished from operations. Development includes federally defined and applicable work, and MNSure development contributions. All other expenses are considered operations.

Expenditure Categories. Within the Expenditure section, the costs are reported in standard categories.

State Personnel	Developers, architects, project managers, business analysts, quality assurance, release management, security, and other MN.IT staff, along with necessary business subject matter experts. Includes total compensation (salaries and fringe).
IT Staff Augmentation	Contracted individuals or companies to increase capacity.
IT Vendor Contracts	Major vendor agreements that provide expertise and enhanced functionality to the system. Also includes development occupancy costs.
Licensing, Hardware & Maintenance	Initial purchases and ongoing support costs for licensing/software and hardware.
Central Charges	System infrastructure components including, but not limited to, server capacity, data storage, networking, routing, and bandwidth, provided as a service from MN.IT. Also includes staff equipment.
Other	Training, supplies, travel, operations occupancy, and other miscellaneous administrative costs.

Financing Categories. Within the Financing section, the revenues (by funding source) associated with the fiscal years' expenditures is estimated based on the standing federal Public Assistance Cost Allocation Plan (PACAP) methodology. Note that actual revenues lag behind the expenditures by approximately 45 days due to the standard timing of the federal PACAP process.

# Minnesota Eligibility Technology System

Fiscal Report for QE 9-30-2016

TABLE 1: Overall Budget View	FY 2016 Est. Actual	FY 2017 Budget	FY 2018 Budget	FY 2019 Budget
	<i>*inc. open PO</i>			
<b>Expenditures</b>				
<b>Development</b>	<b>55,672,621</b>	<b>55,262,533</b>	<b>12,125,820</b>	<b>0</b>
State Personnel	6,738,877	10,820,222	3,050,184	0
IT Staff Augmentation	23,292,374	19,025,000	4,032,895	0
IT Vendor Contracts	20,552,988	20,472,218	3,941,993	0
Licensing, Hardware & Maintenance	5,035,717	4,236,843	881,250	0
Central Charges	0	307,500	102,500	0
Other	52,666	400,750	116,998	0
<b>Operations</b>	<b>15,957,510</b>	<b>32,070,042</b>	<b>32,070,042</b>	<b>32,070,042</b>
State Personnel	6,821,556	10,554,673	10,554,673	10,554,673
IT Staff Augmentation	215,999	3,556,800	3,556,800	3,556,800
IT Vendor Contracts	118,856	1,300,000	1,300,000	1,300,000
Licensing, Hardware & Maintenance	5,214,209	11,564,018	11,564,018	11,564,018
Central Charges	3,569,681	4,477,462	4,477,462	4,477,462
Other	17,210	617,089	617,089	617,089
<b>Total Expenditures</b>	<b>71,630,131</b>	<b>87,332,575</b>	<b>44,195,862</b>	<b>32,070,042</b>
State Personnel	13,560,433	21,374,895	13,604,857	10,554,673
IT Staff Augmentation	23,508,373	22,581,800	7,589,695	3,556,800
IT Vendor Contracts	20,671,844	21,772,218	5,241,993	1,300,000
Licensing, Hardware & Maintenance	10,249,926	15,800,861	12,445,268	11,564,018
Central Charges	3,569,681	4,784,962	4,579,962	4,477,462
Other	69,875	1,017,839	734,087	617,089
<b>Financing</b>				
<b>Development</b>	<b>55,672,621</b>	<b>55,262,533</b>	<b>12,125,820</b>	<b>0</b>
MNSure - Premium Withhold	0	0	1,000,000	0
MNSure - Federal CCIO	13,615,813	5,977,833	0	0
DHS - Federal Medicaid	36,702,775	43,476,601	10,013,240	0
DHS - State Appropriation	5,354,033	5,808,099	1,112,580	0
<b>Operations</b>	<b>15,957,510</b>	<b>32,070,042</b>	<b>32,070,042</b>	<b>32,070,042</b>
MNSure - Premium Withhold	1,279,792	2,944,935	2,944,935	2,944,935
MNSure - Federal CCIO	0	0	0	0
DHS - Federal Medicaid	8,837,269	21,283,535	21,283,535	21,283,535
DHS - State Appropriation	5,840,449	7,841,572	7,841,572	7,841,572
<b>Total Financing</b>	<b>71,630,131</b>	<b>87,332,575</b>	<b>44,195,862</b>	<b>32,070,042</b>
MNSure - Premium Withhold	1,279,792	2,944,935	3,944,935	2,944,935
MNSure - Federal CCIO	13,615,813	5,977,833	0	0
DHS - Federal Medicaid	45,540,044	64,760,136	31,296,775	21,283,535
DHS - State Appropriation	11,194,482	13,649,671	8,954,152	7,841,572
<b>Notes:</b>				
- <i>Development</i> includes federally defined and applicable work, and MNSure development contributions. All other expenses considered <i>operations</i> .				
- Fiscal year <i>Financing</i> numbers are based on the federally-approved cost allocation methodology that is generally applicable to each fiscal year (i.e. the report reflects a reasonable matching of expenditures and revenue).				

# Minnesota Eligibility Technology System

Fiscal Report for QE 9-30-2016

TABLE 2: FY 2017 Budget vs YTD	FY 2017 Budget	QE 9/30/16 Expenditures	QE 12/31/16 Expenditures	QE 3/31/17 Expenditures	QE 6/30/17 Expenditures	Expenditures After FY End	YTD Expenditures / %	
<b>Expenditures</b>								
<b>Development</b>	<b>55,262,533</b>	<b>6,498,805</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,498,805</b>	<b>12%</b>
State Personnel	10,820,222	1,449,492	0	0	0	0	1,449,492	13%
IT Staff Augmentation	19,025,000	1,818,275	0	0	0	0	1,818,275	10%
IT Vendor Contracts	20,472,218	2,998,378	0	0	0	0	2,998,378	15%
Licensing, Hardware & Maintenance	4,236,843	211,865	0	0	0	0	211,865	5%
Central Charges	307,500	0	0	0	0	0	0	0%
Other	400,750	20,795	0	0	0	0	20,795	5%
<b>Operations</b>	<b>32,070,042</b>	<b>3,344,177</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,344,177</b>	<b>10%</b>
State Personnel	10,554,673	1,004,011	0	0	0	0	1,004,011	10%
IT Staff Augmentation	3,556,800	0	0	0	0	0	0	0%
IT Vendor Contracts	1,300,000	0	0	0	0	0	0	0%
Licensing, Hardware & Maintenance	11,564,018	2,340,166	0	0	0	0	2,340,166	20%
Central Charges	4,477,462	0	0	0	0	0	0	0%
Other	617,089	0	0	0	0	0	0	0%
<b>Total Expenditures</b>	<b>87,332,575</b>	<b>9,842,982</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,842,982</b>	<b>11%</b>
State Personnel	21,374,895	2,453,503	0	0	0	0	2,453,503	11%
IT Staff Augmentation	22,581,800	1,818,275	0	0	0	0	1,818,275	8%
IT Vendor Contracts	21,772,218	2,998,378	0	0	0	0	2,998,378	14%
Licensing, Hardware & Maintenance	15,800,861	2,552,031	0	0	0	0	2,552,031	16%
Central Charges	4,784,962	0	0	0	0	0	0	0%
Other	1,017,839	20,795	0	0	0	0	20,795	2%
<b>Financing</b>								
<b>Development</b>	<b>55,262,533</b>	<b>6,498,805</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,498,805</b>	
MNsured - Premium Withhold	0	0	0	0	0	0	0	
MNsured - Federal CCIIO	5,977,833	1,451,263	0	0	0	0	1,451,263	
DHS - Federal Medicaid	43,476,601	4,484,356	0	0	0	0	4,484,356	
DHS - State Appropriation	5,808,099	563,186	0	0	0	0	563,186	
<b>Operations</b>	<b>32,070,042</b>	<b>3,344,177</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,344,177</b>	
MNsured - Premium Withhold	2,944,935	68,890	0	0	0	0	68,890	
MNsured - Federal CCIIO	0	0	0	0	0	0	0	
DHS - Federal Medicaid	21,283,535	2,508,133	0	0	0	0	2,508,133	
DHS - State Appropriation	7,841,572	767,154	0	0	0	0	767,154	
<b>Total Financing</b>	<b>87,332,575</b>	<b>9,842,982</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,842,982</b>	
MNsured - Premium Withhold	2,944,935	68,890	0	0	0	0	68,890	
MNsured - Federal CCIIO	5,977,833	1,451,263	0	0	0	0	1,451,263	
DHS - Federal Medicaid	64,760,136	6,992,489	0	0	0	0	6,992,489	
DHS - State Appropriation	13,649,671	1,330,340	0	0	0	0	1,330,340	

Notes:  
 - *Development* includes federally defined and applicable work, and Mnsured development contributions. All other expenses considered *operations*.  
 - *Expended* includes actual fiscal year expenditures. Due to normal processing and invoicing time, some expenditure reporting may lag.  
 - Fiscal year *Financing* numbers are based on the federally-approved cost allocation methodology that is generally applicable to each fiscal year (i.e. the report reflects a reasonable matching of expenditures and revenue).  
 - *Expenditures After Fiscal Year (FY) End*: Due to the standard lag between invoicing and payments, fiscal year 2017 expenditures may be recognized after June 30th.