

MEETING MINUTES
ADMINISTRATION AND FINANCE COMMITTEE

Meeting of July 12, 2022

MASSACHUSETTS HEALTH POLICY COMMISSION

Proceedings

A meeting of the Massachusetts Health Policy Commission's (HPC) Administration and Finance Committee was held on Tuesday, July 12, 2022, at 2:30 PM. Meeting materials are available on the ANF Committee meeting page [here](#).

Commissioners present included: Dr. Stuart Altman (Chair); Mr. Marty Cohen; Ms. Patricia Houpt; Mr. Renato Mastrogiovanni; and Ms. Cassandra Roeder, designee for Secretary Michael Heffernan, Executive Office of Administration and Finance.

Dr. Altman welcomed committee members.

ITEM 1: HPC Fiscal Year 2022 Operating Budget

Dr. Altman turned the meeting over to Mr. David Seltz, Executive Director to provide an overview of the Fiscal Year (FY) 2022 operating budget.

Mr. Cohen asked what staff turnover was like. Ms. Coleen Elstermeyer, Deputy Executive Director, said that turnover was very low with three employees resigning in 2022 – one for retirement, one to move abroad, and one left for a new opportunity. Mr. Cohen also asked if there were any issues collecting on the HPC's assessment. Mr. Seltz noted that there were some entities that were late, but the HPC was on target to hit its collection marks. Mr. John Proctor, Chief Financial Officer, noted that the HPC collected more than \$11 million and had approximately \$56,000 left to collect.

Dr. Altman asked whether, if pharmaceutical companies were mandated to contribute, it would be included in the FY2023 budget if passed. Mr. Seltz confirmed that that would be correct.

Ms. Houpt noted that the HPC staff is responsible for an ever-increasing workload and wanted to make sure Mr. Seltz had enough staff to keep up with all the requirements. Ms. Houpt asked if the 2023 budget had enough available funds to maintain the staffing levels. Mr. Seltz agreed and said that the HPC had been stretched thin over the past two years as more responsibilities were given to the agency, especially in response to the COVID-19 pandemic. Mr. Seltz noted that the HPC had received a tremendous number of applications for job postings.

ITEM 2: HPC Fiscal Year 2023 Spending Plan, Responsibilities, and Operations

Mr. Seltz provided an overview of the HPC's FY2023 spending plan and expected responsibilities.

Dr. Altman noted that it was important that members of the Ways and Means Committee know that any extra responsibilities given to the HPC may require additional staff. Mr. Seltz agreed and noted that when he presented to the Ways and Means Committee, the chair expressed similar concerns as Ms. Houpt.

Mr. Seltz turned the meeting over to Ms. Elstermeyer to provide a "State of the Agency" for the HPC, including an overview of the HPC's continued return-to-office planning.

The meeting adjourned at 3:05 PM.