

## REPORTING, MEASUREMENT AND EVALUATION FOR BOARD OF DIRECTORS

---

**Background:** The Board of Directors of MNsure desires to be a high performing board, in order to provide effective oversight and direction to make it possible for MNsure to fulfill its purpose of ensuring that every Minnesota resident and small business, regardless of health status, can easily find, choose, and purchase a health insurance product that they value and does not consume a disproportionate share of their income. The Board is committed to continuously improving and significantly enhancing Board performance on an ongoing basis.

**Policy.** No less frequently than every other year, the Chair and Vice-Chair of the Board will develop and present to the Board of Directors a program for evaluating the performance of the MNsure Board. The goal of the Board evaluation process will be to identify areas of improvement for the Board to address in its process of becoming and remaining a high performing board.

**Procedure:**

- 1) **Performance Dimensions:** The following dimensions of board performance should be considered in the Board evaluation process:
  - a) Board Composition
  - b) Board Information (e.g., adequacy & timing of meeting materials)
  - c) Board Agendas and Meetings
  - d) Board Structure
  - e) Board Process
  - f) Board Leadership
  - g) Board Culture & Dynamics
  - h) Level of Engagement of Directors (including attendance)
  - i) Relationship between Board and Management
  - j) Public Perception of the Board's Performance and Ethics



- 2) **Evaluation Alternatives:** The Chair and Vice Chair should consider the following in selecting a method of board evaluation:
- a) Whether the goals of the evaluation process will be better met by utilizing a board survey or a structured interview process;
  - b) If a survey is used, whether to use a custom survey developed specifically for the MNsure Board or whether to participate in a survey utilized by others so that the Mnsure Board is able to benchmark its performance against that of other boards;
  - c) Whether to conduct individual director evaluations, and whether those should be self-evaluations, peer evaluations, or both;
  - d) Whether to seek feedback from the Governor and/or Legislative Oversight Committee in the Board evaluation process; and
  - e) Whether to seek feedback from staff in the Board evaluation process.

3) **Action Plan:**

- a) Regardless of the evaluation methodology chosen, the Board will analyze and discuss the results of any self-evaluation undertaken by the Board. The focus of these discussions will be to identify key themes and the strengths and areas for improvement of the Board.
- b) Following analysis and discussion of the results of the self-evaluation process, the Board will develop an action plan with 2-5 strategies to address areas of improvement that the Board will work on in the succeeding months.

- 4) **Initial Evaluation:** The MNsure Board will conduct its first self-evaluation no later than six months following the Transfer of Authority from the Commissioner of Management and Budget to the MNsure Board.

**BOARD CHAIR APPROVAL**

Date 8/21/13

Signature 