

STATE OF CALIFORNIA

An Equal Employment Opportunity Employer - equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation.



IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES WILL BE HIRED.

INVITES APPLICATIONS FOR

CHIEF FINANCIAL OFFICER

CALIFORNIA HEALTH BENEFIT EXCHANGE SACRAMENTO, CALIFORNIA

**MONTHLY SALARY:
NEGOTIABLE**

**FINAL FILING DATE:
UNTIL FILLED**

The Chief Financial Officer (CFO) will be responsible for managing and administering the overall financial activities of the California Health Benefit Exchange (the Exchange). As a key member of the Executive Management team, the CFO will report to the Executive Director and assume a strategic role in the overall management of the Exchange. The CFO will have primary day-to-day responsibility for planning, implementing, managing and controlling all financial-related activities of the Exchange. This includes direct responsibility for accounting, finance, forecasting, budgeting and related government compliance. Additionally, the CFO will provide executive leadership on the design and implementation of the state receipt of premium payments, government funds, corporate gifts, grants and funds provided in the California Health Trust Fund.

SPECIFIC DUTIES

- Provide leadership, develop policies, and implement the following:
 - Establish and monitor systems to collect and track premiums and payments received, transfers made to qualified health plans from the Exchange and other entities for the benefit of the Exchange;
 - Methodology to charge an equitable apportion among participating health institutions, the administrative costs and expenses incurred;

- Establish criteria for the State Treasurer to invest funds that are not required for immediate needs, including bond sales proceeds, ineligible securities; and
- Oversee the operational budget for the California Health Benefit Exchange.
- Oversee and provide executive leadership on financial audits for the California Health Benefit Exchange, including audits of the solvency of the California Health Trust Fund, as well as the development of policies associated with the receipt of any state, federal, local, corporate gifts, grants and donation to the Fund. Ensure that effective internal controls are in place and ensure compliance with generally accepted accounting principles, applicable federal, state and local regulatory laws, and rules for financial and tax reporting. Ensure requisite financial and accounting data is incorporated into the periodic reports for the Exchange's annual report to the federal Department of Health and Human Services and to the California State Legislature.
- Provide Exchange executives and the Exchange Board with updates and recommendations on financial matters associated with the Exchange. Represent the Exchange Board and its mission and programs at national, state and local meetings and forums, in the media and at legislative hearings, regarding fiscal issues, solvency of the Health Trust Fund, and other financial areas.
- Provide leadership in the development for the continuous evaluation of short and long-term strategic financial objectives of the Exchange. Direct, manage and oversee all aspects of the finance and accounting functions of the Exchange, including provision of timely and accurate analysis of budgets, financial trends and forecasts.
- Develop and implement revenue generation proposals to ensure solvency of the California Health Trust Fund and financial self-sufficiency over the long term.

DESIRABLE QUALIFICATIONS

- Progressive experience in financial leadership roles.
- Experience with the establishment and operation of financial management systems, contracts and processes of large-scale programs.
- Experience with state budget processes and fiduciary responsibility for public funds.
- Experience with oversight controls, checks and balance systems and review of processes managing large cash flows.
- Understand the importance of creating an organized, transparent marketplace for Californians to purchase affordable, quality health care coverage, to claim available federal tax credits and cost-sharing subsidies, and to meet the personal responsibility requirements imposed under the federal Affordable Care Act. (ACA)
- Knowledge of federal health care programs and California's health care system, claims processing and the health insurance business.
- Demonstrated ability to provide leadership and work in a team-based, collaborative environment that promotes diversity.
- Ability to work under pressure and under public scrutiny.

COMPENSATION AND BENEFITS

The State of California benefit package includes:

- Retirement contributions into the California Public Employees' Retirement System (CALPERS)
- Vacation and sick or annual leave
- Medical, dental and vision insurance
- Life insurance of \$50,000 basic plus \$50,000 Accidental Death and Dismemberment
- 11 holidays plus two professional development days and one personal day per year
- Voluntary enrollment into a deferred compensation program, Long Term Disability Insurance, Long Term Care Insurance, Group Term Life Insurance, and a Legal Services Plan

THE DEPARTMENT

In the Fall of 2010, California enacted the first state law in the nation establishing a health benefit exchange under ACA, the California Patient Protection and Affordable Care Act (CA-ACA). The CA-ACA included legislative intent for the creation of the California Health Benefit Exchange to:

- Reduce the number of uninsured Californians by creating an organized, transparent marketplace for Californians to purchase affordable, quality health care coverage, to claim available federal tax credits and cost-sharing subsidies, and to meet the personal responsibility requirements imposed under the federal act (ACA);
- Strengthen the health care delivery system;
- Guarantee the availability and renewability of health care coverage through the private health insurance market to qualified individuals and qualified small employers;
- Serve as an active purchaser, including creating competitive processes to select participating carriers and other contractors;
- Require that health care services plans and health insurers [collectively carriers] issuing coverage in the individual and small employer markets compete on the basis of price, quality, and service, and not on risk selection; and,
- Meet the requirements of the federal act and all applicable federal guidance and regulations.

The CA-ACA established the Exchange as an independent public entity that is governed by a five-member board made up of the State's Secretary of Health and Human Services, two members appointed by the Governor and two members appointed by state legislators—one by the Speaker of the Assembly and the other by the Senate Rules Committee.

The Exchange represents an important component of health care reform. The unprecedented legislative, regulatory and policy development workload needed to establish the Exchange and be fully operational by 2014 will place tremendous demands on this position.

The vision of the California Health Benefit Exchange is to improve the health of all Californians by assuring their access to affordable, high quality care. Beginning in 2014, the California Health Benefit Exchange will allow individuals and small businesses to compare plans and buy health insurance on the private market. A successful Exchange will provide purchasers with a more stable risk pool, greater purchasing power, more competition among insurers and detailed information regarding the price, quality and service of health coverage. It will also streamline access for individuals to programs that provide subsidies for health coverage. The Exchange will increase the number of insured Californians, improve health care quality, lower costs, and reduce health disparities through an innovative, competitive marketplace that empowers consumers to choose the health plan and providers that give them the best value.

Members of the board or the staff of the Exchange are subject to strict conflict-of-interest provisions. They may not be employed by, a consultant to, a member of the board of directors, affiliated with, or otherwise a representative of, a carrier or other insurer, an agent or broker, a health care provider, or a health care facility or health clinic.

The Exchange's headquarters office is located in Sacramento, California.

REVIEW AND SELECTION PROCESS

An executive screening committee will conduct a review of all state applications, resumes, and Statement of Qualifications. Applicants deemed to have the most relevant background will be invited for interviews. Interviews will be held in Sacramento, California. The Chief Financial Officer is an "Exempt" position that serves upon authorization of the Board, therefore appointment to the position and salary are subject to Board approval. **Please do not submit applications to the Governor's Office.**

HOW TO APPLY

Qualified persons must complete:

- State application form (Standard 678 available on the CALHR website at www.calhr.ca.gov)
- Resume of qualifications and experience
- Statement of Qualifications (no more than two pages) based on the Desirable Qualifications identified in this announcement
- Three professional references (names and telephone numbers)

These documents should be sent to:

Gloria Monroe
Human Resources, HBEX
560 J Street, Suite 290
Sacramento, CA 95814
Phone: 916-323-3489
Fax: 916-323-3565

For further information regarding this position, please contact Ms. Monroe at (916) 323-3489 or Gloria.Monroe@HBEX.ca.gov