



**STATE OF LOUISIANA**  
**DIVISION OF ADMINISTRATION**  
**OFFICE OF GROUP BENEFITS**



**MINUTES**

**OGB POLICY AND PLANNING BOARD**  
**combined with**  
**OGB ESTIMATING CONFERENCE**  
**Monday, February 17, 2025**  
**2:00 PM**  
**Louisiana Purchase Room (1-100)**  
**1201 North Third Street**  
**Baton Rouge, LA 70802**

**I. Call to Order**

- i. Estimating Conference Roll Call
  - a. Mr. Sam Blount Present
  - b. Mr. Manfredo Dix Present
  - c. Ms. Stephanie Little Present
  - d. Mr. Chas Nichols Present
  - e. Mr. Brett Robinson Present
  - f. Mr. Robert Schneckenberger Arrived Late
- ii. Policy and Planning Board Roll Call
  - a. Ms. Emily Andrews Present
  - b. Sen. Adam Bass Absent
  - c. Rep. Chad Brown Absent
  - d. Rep. Kim Carver Present
  - e. Dr. Gwile Freeman Present
  - f. Mr. Dannie Garrett III Present
  - g. Mr. Frank Jobert Present
  - h. Mr. Frank Opelka Present
  - i. Mr. Mike Saylor Present
  - j. Sen. Alan Seabaugh Absent
  - k. Sen. Jeremy Stine Absent

**II. Swearing in of New Board Member**

- i. Mr. Dannie Garrett, III made a motion to amend the agenda to add the swearing in of a new member of the Estimating Conference. Representative Kim Carver seconded the motion. The motion was approved unanimously.
- ii. Ms. Lindsey Dupree, an attorney with the Office of General Counsel, administered the Oath of Office to Ms. Emily Andrews and Mr. Brett Robinson.

**III. Approval of Minutes from January 8, 2025 Joint Estimating Conference and Policy & Planning Board Meeting**

- i. For the Estimating Conference, Mr. Sam Blount made a motion to approve the minutes from the January 8, 2025 Joint Estimating Conference and Policy & Planning Board Meeting. Mr. Brett Robinson seconded the motion. The Estimating Conference approved the motion unanimously.
- ii. For the Policy and Planning Board (Board), Dr. Gwile Freeman made a motion to approve the minutes of the January 8, 2025 Joint Meeting of the OGB Estimating Conference and Policy and Planning Board Meeting. Mr. Garrett seconded the motion. The Board approved the motion unanimously.

**IV. Public Comment**

- i. Mr. Richard Vaughn from Rescription offered recommendations for the development of the Pharmacy Benefits Manager (PBM) Request for Proposals (RFP). He suggested that the Office of Group Benefits (OGB) should include specific language regarding prohibited revenue and emphasized the importance of not being swayed by the size of the PBM when making a selection. He confirmed that his company plans to bid on the RFP once it is released.
- ii. Ms. Emily Andrews made a motion to extend Mr. Vaughn's public comment time since he was the only commenter. Mr. Blount seconded the motion. The motion passed unanimously.

**V. Discussion of Pharmacy Benefits Manager (PBM) Request for Proposals (RFP) Issuance**

- i. Mr. Taylor Barras, Commissioner of Administration, thanked the OGB team for their dedication in developing the PBM RFP with an emphasis on innovation and transparency. He reminded both the Estimating Conference and the Policy & Planning Board that the PBM and Administrative Services Only (ASO) contracts are among the largest in state government, with the PBM contract being "very popular." He stressed the importance of maintaining a streamlined process and adhering to the established timeline. He noted that the legislature is aware of the timeline, and OGB's goal is to present the contract by the end of the upcoming legislative session.
- ii. Mr. Heath Williams, OGB Chief Executive Officer, provided an overview of the plan for the PBM RFP.
  1. Mr. Williams emphasized that the process focuses on transparency and integrity. The approach will follow the framework established by the current emergency PBM contract, which reimburses independent pharmacists for the cost of the drug plus a dispensing fee. There will be no "gatekeeper" requirements, and any PBM may submit a bid. Bids will be evaluated based on their qualifications, such as their ability to handle claim volumes, their financial stability, and other relevant factors.
  2. The evaluation committee will include three OGB employees, one member from the Governor's staff, and an expert with a background in pharmacy or insurance. OGB is currently seeking a candidate from the Louisiana Department of Insurance or the Louisiana Department of Health.

3. Mr. Garrett asked whether Mr. Williams was indicating that arbitrary obstacles would no longer be in place. Mr. Williams replied that all bidders would be evaluated based on the merits of what they offer, with a subjective assessment of their capabilities.
4. Several members of the Estimating Conference and Board inquired about the start of the blackout period, the stakeholders involved, and whether proposers could ask questions during this time. Mr. Williams explained that the blackout period begins when the RFP is released (around March 10, 2025) and ends when the contract is awarded. The process will involve the Office of State Procurement (OSP), OGB, and the evaluation committee. There will be a designated period within the RFP process during which proposers can request clarification on any items. Additionally, finalist presentations will be an option during the evaluation process.
5. Mr. Mike Saylor asked about the extent of information the evaluation committee could share with the Estimating Conference and Board. Mr. Randy Davis, Deputy Commissioner of the Division of Administration, responded that OSP has established processes that must be followed. When the RFP is published, Commissioner Barras will issue a Conflict of Interest letter to all state employees. The evaluation committee will score the proposals and make a recommendation for the award. At certain stages, information may be unavailable but will eventually become public record. In the event of a protest, the protesting proposer(s) would first appeal to OSP. If OSP upholds the award, the protesting proposer(s) may then appeal to the Commissioner of Administration. If the Commissioner also upholds the award, the protesting protester(s) can appeal to the 19th Judicial District Court.
6. Mr. Garrett asked whether the scoring would follow a predetermined rubric. Mr. Williams confirmed that it would, as outlined by the rules and processes set by OSP.
7. Dr. Freeman asked about the timeline from issuance to closure of the RFP. Mr. Williams clarified that proposers would have 30 days from the release of the RFP to submit their proposals. The evaluation committee would then have 30 days to review the proposals, followed by another 30 days for any follow-up actions, finalist presentations, best and final offers (BAFO), and ultimately the contract award.
8. Mr. Frank Jobert commented on recent articles regarding PBMs and Congress's efforts to reform PBM practices. He asked how OGB would respond to any future changes in federal law. Mr. Williams stated that OGB would continue its operations as they currently stand, noting that it would be the responsibility of the PBM to adjust based on any new federal legislation. Mr. Williams also took the opportunity to address the public comments made by Mr. Vaughn, confirming that those would be addressed in the RFP.
9. Several members inquired about the scoring process, including whether it is based on consensus, the specific categories for scoring, whether the scores are weighted, and if the Estimating Conference and Board would have access to the scores. Mr. Williams explained that the scoring is based on consensus. While the specific categories cannot be shared in an open meeting, examples of categories might

include pricing, financial stability, and the ability to manage a large claims volume. Mr. Davis added that once the RFP is released, the scoring categories will become public record, and the details will be available. At the end of the process, final scores will also be made public, allowing the consensus scores to be reviewed. Additionally, each category may carry a different weight, and proposers will be able to see the weightings once the RFP is released on March 10.

10. Mr. Manfredo Dix asked whether the scores would be shared if there is only one winner. Mr. Williams confirmed that there is only one winner, and once the contract is awarded, the losing bidders will be able to see their scores. In the event that two bidders receive the same score, finalist presentations with the committee and Best and Final Offers (BAFOs) will be used to determine the final decision.
11. Mr. Saylor inquired whether the contract would include specific timeframes for the winner to meet certain benchmarks, with penalties for non-compliance. Mr. Williams confirmed that performance guarantees are built into the contract, which will penalize the vendor if they fail to meet the established benchmarks. This information is included in the RFP, so bidders are aware of the expectations during both the implementation phase and throughout the contract's duration.
12. Mr. Frank Opelka sought confirmation that the Estimating Conference and Board will not be involved until the contract is awarded. Mr. Williams confirmed this is correct.
13. Mr. Robinson asked if the RFP could be amended to include any missing or unclear information. Mr. Davis responded that proposers will have the opportunity to ask questions and revise their proposals as needed. Additionally, the timeline can be extended if necessary.

VI. New Business

- i. None

VII. Adjournment

- i. For the Estimating Conference, Mr. Robinson made a motion to adjourn the meeting. Mr. Dix seconded the motion. The motion was approved unanimously.
- ii. For the Board, Mr. Garrett made a motion to adjourn the meeting. Mr. Saylor seconded the motion. The motion was approved unanimously.

Approved by Estimating Conference: \_\_\_\_\_

Date Approved: \_\_\_\_\_ 9/4/25

Approved by Policy and Planning Board: \_\_\_\_\_

Date Approved: \_\_\_\_\_ 9/4/25