home care association of washington
REPRESENTING HOME HEALTH, HOSPICE, & HOME CARE AGENCIES

BOARD OF DIRECTORS MEETING PACKET

May 31, 2019
9:30 am - 12:00 pm
via GoToMeeting

HCAW May 2019 Board Meeting Agenda

Our Vision: We are inspired to position homecare services as a leader in healthcare in Washington State.

Our Mission: To promote the long-term growth and sustainability of in-home services in Washington State. HCAW provides leadership for consumers by unifying in-home services providers through public outreach, education, legislative advocacy and supporting practice standards.

Date: 5/31/19		**Time:** 9:30 a.m. – 12:00 p.m.	**Location:** https://global.gotomeeting.com/join/220664301 (646) 749-3122 / 220-664-301	
TIME	**TOPIC**	**DISCUSSION**	**PLAN OF ACTION**	**RESPONSIBLE**
9:30 a.m.	Call to Order	Welcome/Updates	Review	Marilou
9:35 a.m.	Approval of Minutes	• April 2019	Approval	All
9:40 a.m.	Financial Report	• Review and approval of April 2019 financials	Review/Approval	Amber/all
9:50 a.m.	Executive Director Report	• Board Calendar & Retreat • Committee Assignments • Strategic Plan Review	Review Discussion Discussion	All All All
10:05 a.m.	2019-2020 Budget	• Review of draft budget	Discussion	All
10:30 a.m.	Board Orientation			Christine/All
12:00 p.m.	Adjournment	Review of key deliverables/action items/decisions		Marilou
	Next Meeting	June 21, 2019 at 9:30am		

Board Meeting Minutes
Friday, April 19, 2019
Teleconference
10:00AM – 12:00PM

Our Vision: We are inspired to position homecare services as a leader in healthcare in Washington State.

Our Mission: To promote the long-term growth and sustainability of in-home services in Washington State. HCAW provides leadership for consumers by unifying in-home services providers through public outreach, education, legislative advocacy and supporting practice standards.

ATTENDANCE

Board: Marilou Church, President; Rachel Manchester, President-Elect; Rob Krause, Past President; Directors Gretchen Anderson, Amber Hahn-Keenan, Sam Miller, Melinda Moore, Greg Pang; Brent Korte, Ex-Officio;
Staff: Donna Goodwin, Clinical Director; Leslie Emerick, Public Policy Director; Christine Opiela, Executive Director
Not in Attendance: Larissa Jording, Secretary/Treasurer

CALL TO ORDER

Marilou welcomed everyone and called the meeting to order at 10:05AM. She notified the Board that Larissa has stepped down as Secretary/Treasurer for personal issues. With elections so close, this position will remain vacant until Amber is approved.

It was moved and seconded to approve the minutes from the March 15, 2019 Board meeting. Motion carried.

I. FINANCIAL REPORT

Marilou reviewed the March 2019 financials:

- There is a drop in provider dues this year including the Kindred branches and Olympic Medical.
- There is also a reduced number of attendees to the Annual Conference. These two issues may be signs the community is experiencing budget costs in anticipation of PDGM.

It was moved and seconded to place the March 2019 financials on file. Motion carried.

II. EXECUTIVE DIRECTOR'S REPORT

Christine reviewed highlights from her report:

- NAHC has two more marketing agreements for their PDGM education. One is for video of the PDGM meetings and the other is for PDGM educational webinars. These are good opportunities for those who were not able to travel to the National Summits. This shows

HCAW is aware of current issues and is being proactive in keeping the community prepared.

It was moved and seconded to sign both NAHC PDGM marketing agreements Motion carried.

The Board and Staff evaluations were reviewed.

- Marilou asked those who have suggestions for how email communication can be improved to email her.
- Marilou also asked those who have any comments about our advocacy message to also email her.
- Donna will be creating a report to be included in each board packet.
- It's important to really promote Donna as a resource to members. This is what differentiates HCAW from other associations and justifies the membership fees.
- The Board needs more training on the governance documents, what they are, and why they are important.
- It was recommended creating an organizational chart to track lines of communication, authority, and accountability between the members, board, committees, staff, and the community.
- Overall assessment is that things have improved since the transition and the feedback provided will help strengthen and improve the Association.

III. COMMITTEE REPORTS

Gretchen and Rachel reviewed the Annual Meeting/Education Committee report:

- 2019 Annual Conference
  - A complimentary registration to the 2020 will be raffled off.
  - Swag items have been ordered to be handed out at the HCAW booth. These items are branded with the generic HCAW logo so they can be used at other events as well.
  - A list of FAQs will be provided at the HCAW booth to help volunteers answer attendees questions.
  - The 2020 date and location will be announced at this year's annual conference.
  - Business Meeting will include update on the LAN, approval of the slate of nominees, review of the strategic plan, change in management company, and Donna will present a summary on the work she's doing. It's important members walk away feeling like they are receiving ROI for their dues payments and that there is an organization helping interpret rules and advocate on their behalf.
- 2020 Annual Conference
  - The date of next year's conference is April 21-23, 2020.
  - The location will be in the SeaTac area to help keep costs downs for attendees. The AME Committee received hotel proposals and recommends the DoubleTree Suites by Hilton Hotel Seattle Airport - Southcenter and Hotel Interurban. The Board selected to wait until a site visit could be conducted before making a final selection

- The Committee is considering Angelo Spinola to be the pre-conference presenter on implicit bias in the workplace. Angi Shamblin is also available to present during a breakout session.

- Blueprint for OASIS Workshop
  - Workshop early bird deadline is May 6th.
  - A complimentary room block has been reserved at the Larkspur. The hotel offers complimentary shuttle service to and from Providence.
- 2019 Fall Conference
  - Christine is creating a budget for the fall conference. This event is combined with other education offers under the same chart of account in the Association budget Only the Annual Conference has its own budget.

IV. LEGISLATIVE REPORT

Greg reviewed the NAHC March on Washington report:

- Greg, Kyle, and Christine were able to meet with 6 Washington State legislators and their teams including Congressman Heck's, Congresswomen's Herrera-Beutler's, Schrier's, DelBene's, and Senator Cantwell's and Murray's offices.
- Key issues discussed were:
  - Home Health Payment Innovation Act (S. 433) – Legislation that would remove CMS's unproven assumption based rate changes in favor of adjustments based on actual behavior changes. Most legislators were in support of this but many were interested in more research as to what evidence CMS used to validate the 6.42% cuts.
  - Home Health Care Planning Improvement Act (S. 296) – Legislation that would allow non-physician practitioners to certify home health under Medicare. All office are in support and Congresswoman Herrera-Beutler recently became a co-sponsor of the bill.
  - Home Health Rural Add-on – This proposed legislation would provide a 3% extension for 3 years, with a study to review its ongoing application. Many were sympathetic to the need for this extension, especially when considering how difficult it is for rural nurses to travel to their clients.
  - Hospice MA Carve-in – Education around a proposal coming from the Center for Medicare and Medicaid Innovation (CMMI) that would test the inclusion of hospice in Medicare Advantage. This issue was not discussed as much but information was provided to each legislators' office.

Leslie reviewed her public policy report:

- Nine days are left in legislative session. April 17th was the cutoff date for bills to pass out of the opposite chamber of origin.
- The Senate adopted an amendment by Senator Walsh to ESHB 1155 that prohibits a nurse from working more than 8 hours in a 24-hour period. This is a strict prohibition – no voluntary overtime or working beyond 8 hours, even in-patient emergencies. HCAW joins WSHA and WSNA in opposing this amendment. Several groups are working with the House and Senate to remove this amendment but keep the underlying bill that applies meal and rest breaks to all frontline hospital workers in all types of hospitals. Leslie is confident the amendment will be dropped.

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- SB 5828 fiscal information is based on LUPA rates, which is not an accurate description of the overall costs. Because the fiscal note was received so late there is not enough time left in this legislative session to update the fiscal information. HCAW has chosen to not accept rate increases based on this data. Instead, HCAW will work with the HCA, DSHS, DOH, MCOs, and hospitals over the summer to identify better data to use. Current health care shortages are only going to increase, showing a great need for Medicaid Home Health reimbursement rate increases.
- Leslie is working on getting a 10% to Private Duty Nursing for medically fragile children and adults. HCAW will be sending out a legislative alert to members asking them to use the LAN to contact their Senators.
- Long Term Care Trust Act passed and will be the first like it in the country.
- HCAW is supportive of HB 1175 as it is very important to hospice agencies. Currently, if someone does not have an emergency contact or next-of-kin, a guardian must be assigned to make end of life decisions on their behalf. This often leads hospitals' hands tied as it can take 2 weeks for a guardian to be assigned and the patient may have passed by then. This bill allows doctors to sign hospice orders in these situations.
- Leslie is still involved with the Bree Collaborative Palliative Care Workgroup and the WA State Dementia Collaborative.

V. OTHER BUSINESS

The Board discussed changing how it meets to review, update, and carry out the strategic plan. Going forward, the board meeting agenda will include 30 minutes to work on the strategic plan as a group. To incorporate this into the agenda, board meetings will now start at 9:30am and go until 12:00pm. Each team will submit a report on the progress of their goals and strategies which will be included in the board packets.

Greg and Sam both agreed to continue working on their assigned strategic goals after they step down from the Board. New Board members will be integrated into teams to provide additional insight and assistance.

There being no other business, the meeting was adjourned at 12:14pm.

SUMMARY OF ACTION ITEMS

- The Board will sign a card for Larissa at the Annual Conference.
- Christine to sign the NAHC PDGM Video and Webinar Agreements and send to NAHC.
- Those who have additional comments about our advocacy messaging or how to improve internal email communication are to send an email to Marilou.
- Christine to create a report template for Donna to submit for future board packets.
- Information on the Association's governing documents and an organizational chart will be included in the board orientation materials.
- Christine and Marilou to work on the outline for the Business Meeting at the Annual Conference. Donna to speak to her work over the past year and how members can use her as a resource.
- Rachel to report to the Board on her site visit to the Hotel Interurban. The Board will then make a selection for the 2020 Annual Conference at a later time.

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- HCAW to select Board members and HCAW members to assist with the SB 5828 workgroup over the summer.
- Christine and Leslie to send out an action alert for the Private Duty Budget Proviso.
- Future board meetings will begin at 9:30am and span for 2.5 hours to include group work on the strategic plan.
- Greg and Sam to continue working on their assigned strategic plan after they complete their board terms.

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Home Care Association of Washington
Actual vs. Budget Performance
For the Month and Ten Months Ended April 2019

	Apr 19	Budget	$ Over Budget	Jul '18 - Apr 19	YTD Budget	$ Over Budget	Annual Budget
Ordinary Income/Expense							
Income							
4000 · Provider Dues	15,995.74	17,916.66	-1,920.92	166,203.31	179,166.68	-12,963.37	215,000.00
4010 · Affiliate Dues	249.68	333.34	-83.66	2,553.72	3,333.32	-779.60	4,000.00
4100 · Annual Meeting/Conv - Spring	0.00	48,000.00	-48,000.00	2,020.00	48,000.00	-45,980.00	48,000.00
4110 · Conf Trade Show Booth	0.00	25,000.00	-25,000.00	0.00	25,000.00	-25,000.00	25,000.00
4200 · Workshops/Seminars	25.00	3,750.00	-3,725.00	21,742.70	37,500.00	-15,757.30	45,000.00
4240 · Job Target/Career Board	186.75	125.00	61.75	476.06	1,250.00	-773.94	1,500.00
4250 · Newsletter Ads/Subscriptions	0.00	54.16	-54.16	75.00	541.68	-466.68	650.00
4280 · Sponsorships/Endorsements/Rebat	0.00	2,500.00	-2,500.00	500.00	2,500.00	-2,000.00	2,500.00
4285 · Affiliate Sponsor	0.00	7,500.00	-7,500.00	0.00	7,500.00	-7,500.00	7,500.00
4310 · OCS OASIS Partnership	0.00	125.00	-125.00	0.00	1,250.00	-1,250.00	1,500.00
4385 · Website Advertising	0.00	83.34	-83.34	0.00	833.32	-833.32	1,000.00
5000 · Interest & Dividends	20.80	0.00	20.80	213.26	0.00	213.26	0.00
Total Income	16,477.97	105,387.50	-88,909.53	193,784.05	306,875.00	-113,090.95	351,650.00
Expense							
7000 · Management/Facilities/Staff/Equ	12,083.33	12,083.34	-0.01	122,533.30	120,833.32	1,699.98	145,000.00
7010 · Service Charge Expense	229.90	416.66	-186.76	2,617.66	4,166.68	-1,549.02	5,000.00
7020 · Staff Travel	0.00	416.66	-416.66	726.03	4,166.68	-3,440.65	5,000.00
7130 · Lobbyist/Legislative Consultant	3,700.00	3,700.00	0.00	34,500.00	34,500.00	0.00	41,900.00
7150 · Lobbyist Expenses	0.00	125.00	-125.00	1,057.37	1,250.00	-192.63	1,500.00
7180 · Clinical Director	519.00	4,166.66	-3,647.66	7,865.25	41,666.68	-33,801.43	50,000.00
7190 · Clinical Director Expenses	0.00	250.00	-250.00	0.00	2,500.00	-2,500.00	3,000.00
7195 · Policy & Advocacy	125.00	208.34	-83.34	500.00	2,083.32	-1,583.32	2,500.00
7230 · Insurance	108.33	166.66	-58.33	1,068.05	1,666.68	-598.63	2,000.00
7240 · Office Supplies/Equipment	0.00	41.66	-41.66	587.21	416.68	170.53	500.00
7250 · Printing/Stationery	0.00	125.00	-125.00	269.75	1,250.00	-980.25	1,500.00
7260 · Photocopies	0.00	83.34	-83.34	8.90	833.32	-824.42	1,000.00
7270 · Telephone	0.00	0.00	0.00	480.00	0.00	480.00	0.00
7290 · Tech. Dev/Maint/Website	0.00	222.50	-222.50	1,776.47	2,225.00	-448.53	2,670.00
7310 · Postage	0.00	54.16	-54.16	615.72	541.68	74.04	650.00
7370 · NAHC Dues/Other Memberships	0.00	125.00	-125.00	1,250.00	1,250.00	0.00	1,500.00
7400 · Membership Certificates	0.00	20.84	-20.84	0.00	208.32	-208.32	250.00
7520 · Board Meetings Expense	0.00	208.34	-208.34	36.46	2,083.32	-2,046.86	2,500.00
7530 · President's Travel Expense	0.00	166.66	-166.66	0.00	1,666.68	-1,666.68	2,000.00
7540 · Strategic Planning	0.00	125.00	-125.00	1,380.35	1,250.00	130.35	1,500.00
7560 · Taxes	0.00	0.00	0.00	0.00	100.00	-100.00	100.00
7580 · Miscellaneous	0.00	0.00	0.00	53.51	0.00	53.51	0.00
7600 · Unallocated Contingency	0.00	41.66	-41.66	0.00	416.68	-416.68	500.00
7700 · Annual Mtg/Convention Spring							
7710 · Speaker	0.00	6,000.00	-6,000.00	0.00	6,000.00	-6,000.00	6,000.00
7715 · Food and Beverage	0.00	35,000.00	-35,000.00	0.00	35,000.00	-35,000.00	35,000.00
7720 · Technology	0.00	5,500.00	-5,500.00	0.00	5,500.00	-5,500.00	5,500.00
7725 · Hand Outs	0.00	1,500.00	-1,500.00	0.00	1,500.00	-1,500.00	1,500.00
7730 · Lodging	0.00	2,700.00	-2,700.00	0.00	2,700.00	-2,700.00	2,700.00
7740 · Travel	0.00	2,000.00	-2,000.00	0.00	2,000.00	-2,000.00	2,000.00
Total 7700 · Annual Mtg/Convention Spring	0.00	52,700.00	-52,700.00	0.00	52,700.00	-52,700.00	52,700.00
7900 · Workshops/Seminar Expense							
7910 · Speaker	0.00	1,250.00	-1,250.00	5,937.23	12,500.00	-6,562.77	15,000.00
7915 · Food and Beverage	0.00	366.66	-366.66	1,129.70	3,666.68	-2,536.98	4,400.00
7920 · Technology	360.00	250.00	110.00	3,600.00	2,500.00	1,100.00	3,000.00
7925 · Hand Outs	0.00	208.34	-208.34	1,922.06	2,083.32	-161.26	2,500.00
7930 · Lodging & Transportation	0.00	0.00	0.00	816.43	0.00	816.43	0.00
7900 · Workshops/Seminar Expense - Other	0.00	125.00	-125.00	3,149.00	1,250.00	1,899.00	1,500.00
Total 7900 · Workshops/Seminar Expense	360.00	2,200.00	-1,840.00	16,554.42	22,000.00	-5,445.58	26,400.00
Total Expense	17,125.56	77,647.48	-60,521.92	193,880.45	299,775.04	-105,894.59	349,670.00
Net Ordinary Income	-647.59	27,740.02	-28,387.61	-96.40	7,099.96	-7,196.36	1,980.00
Other Income/Expense							
Other Income							
9000 · Baird Change in Market Value	1,637.08			-349.72			
9100 · Baird Income and Distributions	124.81			3,310.23			
Total Other Income	1,761.89			2,960.51			
Net Other Income	1,761.89			2,960.51			
Net Income	**1,114.30**	**27,740.02**	**-26,625.72**	**2,864.11**	**7,099.96**	**-4,235.85**	**1,980.00**

Home Care Association of Washington
Statement of Activities
For the Month Ended April 30, 2019 and 2018

	Apr 19	Apr 18
Ordinary Income/Expense		
Income		
4000 · Provider Dues	15,995.74	17,308.37
4010 · Affiliate Dues	249.68	120.43
4100 · Annual Meeting/Conv - Spring	0.00	36,207.00
4110 · Conf Trade Show Booth	0.00	19,160.00
4200 · Workshops/Seminars	25.00	3,450.00
4240 · Job Target/Career Board	186.75	0.00
4250 · Newsletter Ads/Subscriptions	0.00	200.00
4280 · Sponsorships/Endorsements/Rebat	0.00	2,500.00
4285 · Affiliate Sponsor	0.00	2,500.00
5000 · Interest & Dividends	20.80	30.86
Total Income	16,477.97	81,476.66
Expense		
7000 · Management/Facilities/Staff/Equ	12,083.33	8,750.00
7010 · Service Charge Expense	229.90	712.28
7100 · Executive Director	0.00	6,400.00
7130 · Lobbyist/Legislative Consultant	3,700.00	3,200.00
7150 · Lobbyist Expenses	0.00	554.00
7180 · Clinical Director	519.00	0.00
7195 · Policy & Advocacy	125.00	0.00
7230 · Insurance	108.33	103.14
7310 · Postage	0.00	491.21
7700 · Annual Mtg/Convention Spring		
7710 · Speaker	0.00	175.00
7715 · Food and Beverage	0.00	29,511.60
7720 · Technology	0.00	3,500.00
7725 · Hand Outs	0.00	1,422.39
7730 · Lodging	0.00	7,146.69
7740 · Travel	0.00	170.04
Total 7700 · Annual Mtg/Convention Spring	0.00	41,925.72
7900 · Workshops/Seminar Expense		
7920 · Technology	360.00	477.00
Total 7900 · Workshops/Seminar Expense	360.00	477.00
Total Expense	17,125.56	62,613.35
Net Ordinary Income	-647.59	18,863.31
Other Income/Expense		
Other Income		
9000 · Baird Change in Market Value	1,637.08	835.51
9100 · Baird Income and Distributions	124.81	135.67
Total Other Income	1,761.89	971.18
Net Other Income	1,761.89	971.18
Net Income	**1,114.30**	**19,834.49**

Home Care Association of Washington
Statement of Financial Position
As of April 30, 2019 and April 30, 2018

	Apr 30, 19	Apr 30, 18
ASSETS		
Current Assets		
Checking/Savings		
1000 · PCB Checking 0944	148,112.98	46,284.76
1010 · PCB Money Mkt	95,538.40	139,292.46
1020 · Baird Cash and Equivalents	29,648.03	30,838.96
1030 · Bairds Investment Assets	102,431.35	98,046.51
1050 · Paypal	1,145.35	29,985.26
Total Checking/Savings	376,876.11	344,447.95
Accounts Receivable		
1200 · Accounts Receivable	582.00	40,895.00
Total Accounts Receivable	582.00	40,895.00
Other Current Assets		
1300 · Prepaid Expenses	1,000.00	234.00
1310 · Prepaid Insurance	541.69	516.02
1350 · Prepaid Annual Meeting Expenses		
1355 · Prepaid Annual Mtg Speaker	2,500.00	0.00
1350 · Prepaid Annual Meeting Expenses - Other	1,835.00	0.00
Total 1350 · Prepaid Annual Meeting Expenses	4,335.00	0.00
1375 · Prepaid Workshop Expenses		
1380 · Prepaid Workshop Speaker Fee	5,000.00	5,000.00
1375 · Prepaid Workshop Expenses - Other	2,520.00	2,520.00
Total 1375 · Prepaid Workshop Expenses	7,520.00	7,520.00
Total Other Current Assets	13,396.69	8,270.02
Total Current Assets	390,854.80	393,612.97
TOTAL ASSETS	**390,854.80**	**393,612.97**
LIABILITIES & NET ASSETS		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 · Accounts Payable	519.00	31,227.22
Total Accounts Payable	519.00	31,227.22
Other Current Liabilities		
2110 · Deferred Dues		
2115 · Provider Dues	127,965.96	138,467.01
2120 · Affiliate Dues	1,997.47	963.48
Total 2110 · Deferred Dues	129,963.43	139,430.49
2175 · Deferred Workshop Income	0.00	3,800.00
2200 · Deferred Annual Meeting/Conf	30,140.00	0.00
2210 · Deferred Conf Trade Show Booth	8,170.00	0.00
2360 · Payable to HCAW PAC	1,100.00	0.00
Total Other Current Liabilities	169,373.43	143,230.49
Total Current Liabilities	169,892.43	174,457.71
Total Liabilities	169,892.43	174,457.71

Home Care Association of Washington
Statement of Financial Position
As of April 30, 2019 and April 30, 2018

	Apr 30, 19	Apr 30, 18
Net Assets		
3000 · Unrestricted Net Assets	218,098.26	224,935.02
Net Income	2,864.11	-5,779.76
Total Net Assets	220,962.37	219,155.26
TOTAL LIABILITIES & NET ASSETS	**390,854.80**	**393,612.97**

Executive Director Report
May 2019

Office Updates

Welcome New Board Members!

- Geoff Meinken, CareForce
- Tammi Reeser, Kindred at Home (Tacoma)
- Alisa Van Sickle, Community Home Health & Hospice

2019-2020 Board Calendar

Currently, the HCAW Board meets every third Friday of the month from 9:30am – 12:00pm. No meetings are held in July or December. There have been discussions in the past about holding one in-person meeting each quarter. The meeting locations can be held in different locations to better accommodate all board members. If the Board would like to move forward, we will need to determine which months will be in person. One thing to consider is how difficult it will be for everyone to travel across the Pass during the winter and conflicting summer schedules.

Committee Assignments

With the new year, there is an opportunity to change the committee structures. Below is a list of board members who are chairs, liaisons, or members. While many of you are part of the Public Policy Committee, I've only listed those who will have a more active role. While the President-Elect traditionally chairs this committee, please note Greg Pang is considering the position. If he accepts, Rachel will become a board liaison instead of the chair.

Annual Meeting/Education Committee: Rachel Manchester (Co-Chair), Gretchen Anderson (Co-Chair), Amber Hahn-Keenan (Member)

Membership Committee: Rob Krause (Co-Chair), Kyle Long (Co-Chair), Nate Smith (Co-Chair)

Public Policy Committee: Rachel Manchester (Board Liaison), Geoff Meinken (Member)

Website Task Force: Melinda Moore

If you are not listed above or would like to change committees, please let me know where you would like to serve in an active role. If you don't see a committee you feel you'd be a good fit for, please consider if we need another committee (i.e. Marketing/Communications).

Certificate of Need Letter – *for approval*

Greg Pang is requesting HCAW write a letter supporting the Department of Health accepting updated and/or new data for determining hospice CON for Clark County. *Please note, the purpose of the letter is not to discourage additional certificates being awarded in this area.*

When DOH considers what areas can issue more hospice CONs, they are reviewing 2015-17 data. In Clark County there are three providers: Community Home Health & Hospice, Kaiser Permanente, and PeaceHealth Southwest. It was recently discovered the number of hospice admissions reported by PeaceHealth for 2015 was mistakenly under-reported by about 50%. PeaceHealth asked DOH if they could resubmit data but were refused.

The letter is requesting DOH to accept amended data, and to go on record that accurate data should be used in making determinations of need. Additionally, we are supporting the DOH allow these three agencies to submit 2018 data for the DOH to use 2016-18 data.

WSHPCO has agreed to send a letter of support.

Strategic Plan
Board members were asked to review current strategic plan progress for the goals and strategies they are assigned to and make recommendations for tabling ideas to be completed at a later date.

Financial

2019-2020 Budget Review
HCAW's fiscal year runs July 1st – June 30th. We will be reviewing the draft budget for the next fiscal year and a final draft will be presented during the June board meeting for approval. Please review the draft budget included for areas we need to adjust or you have any questions about. Some notes:

- The 2018 Blueprint for OASIS workbook printing costs were realized in July 2018 when the invoice was received for approval. Peterson & Associates had "closed" the fiscal year as part of the transition so these costs could not be retroactively realized to the June 2018 financials. Because of this, the 2018-19 actual expenses for this line item will be over budget as it will include both 2018 and 2019. The estimated costs for the 2019 workbooks will be under $2,000.
- Annual Conference income and expenses will be realized in May instead of both April and May. Your income and expenses are realized in the month the event takes place (the conference ran April 30-May 2). Even though the conference overlapped two months, it is best practices to realize income and expenses in one.
- HCAW received fewer dues renewals in 2019 than in 2018. The budgeted amount for membership income is very high and may not be attainable. If this COA (#) is reduced, we will need to adjust expenses or increase a budgeted income amount.
- Additional funds have been added to the Board Meeting Expense COA#7520 in case the Board agrees to meeting in person once a quarter.

Education

2019 Annual Conference – *April 30-May 2, 2019 | Bellevue, WA*
Thank you to everyone for supporting this year's Annual Conference! The Annual Meeting/Education Committee did a fantastic job of finding important and useful content for our community. And thank you to all the Board members for donating to the silent auction and making yourselves available to attendees!

While attendance was much lower than in 2018, the survey responses we're receiving are providing great feedback on how we can make the 2020 conference stronger. We have about 30% response rate and will update the results as we receive more feedback.

2020 Annual Conference – *April 22-23, 2020*
We will be sending out a second RFP to hotels including the Hotel 116. The Board has supported moving the 2020 conference to the Sea/Tac area to help the Association and attendees keep costs low.

Blueprint for OASIS Workshop – *June 3-5, 2019 | Tukwila, WA*
Mark your calendars! This year's OASIS workshop will be June 3-4 (exam on June 5) at Providence Home Services King County in Tukwila, WA. We currently have 47 registered attendees and have room for 3 more!

2019 NAHC Conference – *October 13-15, 2019 | Seattle, WA*
Since this year's meeting is in our backyard, I have reached out to NAHC to see how we can assist with their meeting. I'll keep you updated with more information as it becomes available.

home care association of washington
REPRESENTING HOME HEALTH, HOSPICE, & HOME CARE AGENCIES

DATE

To whom it may concern,

The Home Care Association of Washington (HCAW) is writing in support of PeaceHealth Southwest resubmitting their 2015 hospice admissions data for Clark County, WA or for the Department of Health (DOH) to begin using 2016-2018 data.

In 2018, the in-home hospice Certificate of Need (CON) rules were updated to use the statewide average admission rates to hospice as the baseline for determining if a specific WA county needs additional in-home hospice agencies. The DOH currently uses historical 2015-2017 agency-specific admissions data to establish 2020 projections. This data has been requested by the DOH and for many years has been reported by all hospice agencies annually.

Clark County is currently served by three hospice agencies: Community Home Health & Hospice, Kaiser Permanente, and PeaceHealth Southwest. The DOH recently reported Clark County needs an additional 1.27 hospice agencies by 2020. This was based off the 2015-2017 data provided by these three agencies. In reviewing their submitted data, PeaceHealth Southwest noticed they under-reported their 2015 reporting data by error.

HCAW supports agencies requesting hospice CON when the data accurately reflects an area's needs. Because PeaceHealth Southwest's 2015 data is inaccurate the CON need established for Clark County is unfortunately inaccurate. HCAW respectfully requests the DOH accept PeaceHealth Southwest's amended 2015 data to accurately determine the CON need. If this is not possible, we respectfully request the DOH begin using 2016-2018 data as it more accurately reflects the current population need in Clark County.

Enclosed is a report created by Greg Pang, CEO of Community Home Health & Hospice, to outline the differences between PeaceHealth Southwest's 2015 submitted data and their amended data. We hope this information is helpful, but we welcome any questions you may have on how to improve reported data.

Thank you for your consideration,

The HCAW Board of Directors

DRAFT

Hospice CON Methodology for Clark County										
	Wa St Avg Use Rate	Avg Deaths per year 2015-2017 (Clark Co.)	Avg use x deaths per year	Pop Proj. 2017	Pop Proj. 2018	Pop Proj. 2019	Pop Proj. 2020	Potential Volume 2018	Potential Volume 2019	Potential Volume 2020
0-64	28.5%	848	242	393291	405282	411278	417273	249	253	256
65+	60.9%	2574	1568	68044	75085	78605	82125	1730	1811	1892
							TOTAL	1979	2064	2149
							Current Capacity (As Published by DOH in 2018)	1881	1881	1881
							Current Capacity (Using actual Data)	2198	2198	2198
	Projected Need using State Estimate of "Current Capacity" with data originally submitted									
			TOTAL - Current Capacity = "Unmet" Volume in Admits					98	183	268
			x Statewide Average LOS of 60.86 days = Unmet Days					5971	11131	16291
							Divide by 365 to get "Unmet" ADC	16.36	30.50	44.63
							Assume a hospice needs a 35 ADC to be solvent	0.47	0.87	**1.28**
	Projected Need using only Actual 2015-2017 Amended Data									
			TOTAL - Current Capacity = "Unmet" Volume in Admits					-219	-134	-49
			x Statewide Average LOS of 60.86 days = Unmet Days					-13322	-8162	-3001
							Divide by 365 to get "Unmet" ADC	-36.50	-22.36	-8.22
							Assume a hospice needs a 35 ADC to be solvent	-1.04	-0.64	**-0.23**
							Projected Change Using Amended Data	-1.51	-1.51	-1.51

2019 Annual Conference Survey

as of 5.28.19

Please rate the Pre-Conference Sessions you attended according to the scale provided:

	Poor	Unsatisfactory	Satisfactory	Good	Excellent	N/A
"Home Health OASIS and Quality Measures and Reports" with Marian Essey	0	0	1	0	9	15
"OASIS D Review" with Linda Krulish	0	0	1	0	9	14

Comments:

- Very thorough and well-organized presentation re. Quality measures. Marian is very knowledgable and a skilled, dynamic presenter. Thank you! Linda's presntation was also very helpful and well put together. Excellent presentation style and knowledge
- Its unfortunate more people were not able to attend the preconference as this was incredibly informative information
- I wish I had brought more team members with me. It was fabulous and informative.

Please rate our Keynote presentations:

	Poor	Unsatisfactory	Satisfactory	Good	Outstanding	N/A
Wednesday: "Leading in Times of Change" with Scott Carbonara	0	0	2	6	16	1
Thursday: "Home Care and Hospice: A View from Washington 2019" with Bill A. Dombi, Esq	0	0	2	7	13	3

Comments:

- Both very well done and useful info.
- would like to have his pp

- My one comment about the Key Note speaker is that by the following day, I could not really recall specifics of what he said. He was entertaining in the moment but it lacked sustance, at least for me. Maybe the book will be better.
- Scott Carbonara was amazing!

Please rate the Wednesday Breakout Sessions you attended:

	Poor	Unsatisfactory	Satisfactory	Good	Excellent	N/A
10:15am: "Sepsis" with Patricia Howell	0	0	4	7	0	11
10:15am: "Palliative Dementia Care: Minding the Gap" with Barbara Walker and Julie Johnson	0	0	7	4	1	8
11:30am: "OASIS Updates & Hot Topics" with Jane Hawk	0	0	2	5	3	10
11:30am: "Quality Cycle Management: It's the Journey Not the Destination" with Bernadette Smith and Tom Cannon	0	1	2	4	1	12
11:30am: "Navigating Telehealth: Success & Pitfalls" with Rich Curry and Brent Korte	0	0	2	4	1	11
2:00pm: "Continuing to Ignite Employee Engagement in Times of Change" with Scott Carbonara	0	0	2	2	15	4

2:00pm: "Item-Specific Coding in the Hospice Item Set" with Kathie Belsky	0	0	2	3	0	13
2:00pm: "Advance Care Plan" with Laurel Jackson	0	0	2	2	0	16
3:30pm: "Bed Bug Basics for Homecare" with Angela Dickson	0	0	2	1	0	13
3:30pm: "HHVBP – Deep Dive into the Data and CY 2019 Changes" with Christopher Attaya	0	0	4	5	9	5
3:30pm: "VBP for Home Health and Legislative Policy Update: How state public policy impacts you!" with Leslie Emerick	0	1	1	2	5	11

Comments:

- All very relevant and good info.
- The sepsis person gave too much personal information and also recommended not getting the Shingles vaccine which was not in her preview or would question her knowledge base on that...

Please rate the Thursday Breakout Sessions you attended:

	Poor	Unsatisfactory	Satisfactory	Good	Excellent	N/A
8:30am: "Washington State Legislative & Regulatory Update" with Leslie Emerick	0	0	1	6	10	5

10:30am: "PDGM – The Who, What, Why, What Now, and How: Part I" with Nick Seabrook	0	0	1	4	14	2
10:30am: "Medicare Advantage Opportunities" with Ginny Kenyon and Nick Johnson	0	0	2	3	1	14
11:45am: "PDGM – "The Who, What, Why, What Now, and How: Part 2" with Nick Seabrook	0	0	1	5	15	2
11:45am: "PDGM – "Is Your Business Adapting to Change?" with John Marshall	0	1	1	0	4	11

Comments:

- Nick's PDGM presentation was very helpful- great overview of all the changes.

Please rate the following Conference Events:

	Poor	Unsatisfactory	Satisfactory	Good	Outstanding	N/A
Exhibitor Showcase on Tuesday and Wednesday	0	0	5	13	4	2
Wine Raffle and Silent Auction on Wednesday	0	0	3	9	4	8
Awards Luncheon on Thursday	0	0	2	7	7	8

Please rate the following and add any comments to explain your rating:

	Poor	Unsatisfactory	Satisfactory	Good	Outstanding	N/A
Overall Education Programming	0	0	1	14	10	0
Online Registration	0	0	3	12	7	2
Conference Location	0	2	7	13	3	0
Hotel Accommodations/ Ambiance	0	1	10	10	3	1
Conference Meals	0	1	7	8	9	0
Overall Enjoyment	0	0	1	17	7	0

Comments:

- I would prefer to have it easier to print the agenda...I had to copy and print it to print before the mtg.
- I was not thrilled with the hotel. I thought it was new but seemed more like a Motel 6 with a make over. Prefer location close to airport
- The hotel is very dated and not the cleanest. The food was heavy on carbs
- Hotel chairs were uncomfortable to sit in long periods of time.

Please provide feedback on the following to help us improve future conferences:

What did you especially like about the conference?

- This was one of the best pre-conference days in the last few years. Very relevant and something to implement or make change immediately
- location and friendliness of vendors, presenters
- Variety of topics; prepping for the future
- valuable content related to PDGM, regulatory updates; engaging keynote speaker
- PDGM information given what our industry is facing.
- Loved the presentations by Scott Carbonara!
- Everyone was extremely friendly and helpful. I appreciate that the HCAW board were very approachable.
- It was organized and well-run. The facilities were really good.
- The pre-conference was excellent. I liked having good break out options.
- Update on HH reimbursement/Oasis/Engaging employees
- The best sessions/education in the past 5 years of me attending.
- Networking
- This conference was MUCH better than conferences in recent memory.
- Employee Engagement sessions; location
- The preconference was fantastic and great keynote speaker

- Nick Seabrook and Bill Dombi, also Jane Hawk
- great programming and well organized!
- The presenter were not only knowledgable but made a point to make their presentations entertaining/engaging
- The education on HHVBP and PDGM was really well done
- Speaker

What did you dislike about the conference?

- wish there was more clinical/field applicable information
- Some topics where sped through; head was left spinning
- Some of the speakers just read to use the regulations without providing input or real world examples of how to operate with the new regulations. The breakfast on Thursday.
- Hated that "ADR Process" was canceled, abruptly. The other options weren't satisfying.
- Location. Traffic off of I-5 (towards Belevue) is very slow, especially at the time the conference gets out.
- Sepsis...our hsp has this alot and not sure she was that knowledgeable
- Location
- The hotel. Also conference rooms were too cold.
- Rooms were a little tight
- Not enough clinical sessions
- Some of the breakout sessions were poorly organized (dementia speakers)
- not crazy about the location- hotel not very 'user friendly' and difficult to drive from the south.
- nothing really; well done; it was disappointing to not have more attendees
- Chairs were uncomfortable
- The accomadations were just OK, and some other speakers were not fully prepared

What suggestions can you give us for program topics and/or speakers for future conferences?

- more therapy specific interventions/topics
- More examples of innovative programs, operational scorecard development
- The daily cost is a bit high. Perhaps offering a no-meals option or something to decrease costs.
- I really enjoy the motivational speakers. I would like more conferences on PDGM. Also, what to expect and Best practice during CHAP surveys.
- More topics that would apply to clinical staff such as documentation, telehealth, pain management alternatives in the home health setting. I would really like to see more field staff attending HCAW conferences.
- I have a couple that I will need to look up and send in
- PDGM; how to recruit and retain staff.
- More employee engagement topics; Clinical sessions; Leasership/Management session;
- HH and HO coordination of care models

- I would like to see topics like Home Health patient rising acuity, chronic wound pathways in home health, Barriers to progress such as "the non-compliant patient", Community resources in long term planning
- Continue with VBP, leadership, and PDGM

Please describe your role at your agency. You may check multiple categories if more than one apply:

Home Health--Medicare-Certified:	20	**Home Care:**	6	**Hospice Care Center:**	9
Home Health--Private Duty:	5	**Hospice:**	15	**Home Infusion Provider:**	0

Comments:

- Autism Related Services
- Community Based Care Management program based out of Highline Hsp
- HCAW

With regard to locations for future conferences, please rank the following:

	Undesirable	Acceptable	Attractive	Preferred	No Opinion
Northwest Washington	6	4	6	7	0
Bellevue/Redmond	2	5	11	5	0
Sea/Tac	2	7	7	7	0
Southwest Washington	9	8	4	2	0
Eastern Washington - Spokane/Tri-Cities	10	9	5	0	0
Central Washington - Wenatchee, Yakima	11	6	7	0	0
Downtown Hotel	5	7	9	0	2
Suburban Hotel	2	10	6	2	2
Airport Hotel	4	10	6	2	2
Resort	4	7	6	2	4

Comments:

- Walla Walla would also be a central Washington location that would be attractive
- Wenatchee is great, Yakima has poor hotels and conference capacity, unsafe town
- prefer easy drive in I5 in Seattle -Tacoma area, or easy access from airport in Eastern WA

	TOTAL					
	Jul '17 - Jun 18	2017-2018 Budget	Jul 18 - April 19	2018-19 Budget	2019-20 Budget	Comments for 2019-20 budget
Ordinary Income/Expense						
Income						
4000 · Provider Dues	190,146.69	215,000.00	166,203.31	215,000.00	215,000.00	HCAW did not meet budgeted goals for Provider membership. We will need to focus on either getting more members or adjusting who our main focus should be (i.e. newly licensed agencies) *See 2018 & 2019 membership data*
4010 · Affiliate Dues	3,269.08	2,000.00	2,553.72	4,000.00	4,000.00	Lower than budgeted for Affiliate members *See 2018 & 2019 membership data*
4100 · Annual Meeting/Conv - Spring	45,582.00	45,000.00	2,020.00	48,000.00	40,000.00	$35,690 realized in May - lower than budgeted
4110 · Conf Trade Show Booth	19,160.00	16,500.00	0.00	25,000.00	12,500.00	$7,660 realized in May for exhibitors only (8 paying)
4200 · Workshops/Seminars	51,970.18	20,000.00	21,742.70	45,000.00	48,000.00	Expected $21,800+ for OASIS workshop reg *(realize in June)*
4240 · Job Target/Career Board	200.00	1,500.00	476.06	1,500.00	1,250.00	Relatively good showing for first year with new platform but did not meet budget amt - will need to promote more
4250 · Newsletter Ads/Subscriptions	650.00	500.00	75.00	650.00	500.00	Sold one sponsored newsletter and there is the potential for more. Did not get to focus on as much this year.
4280 · Sponsorships/Endorsements/Rebat	2,500.00	15,000.00	500.00	2,500.00	5,000.00	$5000 realized in May for Annual Conf sponsorships
4285 · Affiliate Sponsor	5,000.00	10,000.00		7,500.00	7,500.00	McKesson on board but has not paid yet; Shield has not renewed. Recommend 3 affiliate sponsors for next fiscal year.
4300 · Health Care Reform Income	0.00	2,000.00	0.00	0.00	0.00	*Not sure what this COA is for so following previous years and not budgeting anything*
4310 · OCS OASIS Partnership	0.00	0.00	0.00	1,500.00	1,500.00	HCAW has reached "elite" status with OASIS Answers so we receive a $100 rebate for every exam registrant. While we had 26 exam registrants in 2018, we've budgeted for the min (15 reg) if we partner with OASIS Answers again. *Not sure what 2019 income will be from this yet as event takes place in June*
4370 · Miscellaneous Income	0.00	0.00		0.00		*Don't typically budget for this*
4385 · Website Advertising	0.00	1,000.00	0.00	1,000.00	750.00	Did not focus on in 2018/19 but can do so this year - keeping budget the same
5000 · Interest & Dividends	169.52		213.26			*Don't typically budget for this*
Total Income	318,647.47	328,500.00	193,784.05	351,650.00	336,000.00	
Expense						
7000 · Management/Facilities/Staff/Equ	115,000.00	105,000.00	122,533.30	145,000.00	145,000.00	Yearly management fee
7010 · Service Charge Expense	5,560.76	2,900.00	2,617.66	5,000.00	3,500.00	This will include the First American charges until we can close in January 2020 ($21.50/m) *Charges may have been bigger in 2017-18 because Prov dues were processed via CC but thiis year was via check*
7020 · Staff Travel	3,578.41	1,000.00	726.03	5,000.00	2,000.00	Does not include MoW expenses or OASIS workshop travel reimbursement *Christine did not go to a few industry conferences this year where HCAW is traditionally represented. Will pick back up again this year (i.e. NAHC conference)*
7100 · Executive Director	76,800.00	76,800.00	0.00	0.00	0.00	*ED role is now part of management fee*
7110 · Executive Director Expenses	5,936.06	6,500.00	0.00	0.00	0.00	*See above*
7130 · Lobbyist/Legislative Consultant	38,400.00	38,400.00	34,500.00	41,900.00	44,400.00	*Leslie's rate increased to $3,700/m last fall*
7150 · Lobbyist Expenses	1,501.21	1,500.00	1,057.37	1,500.00	1,750.00	Buffering as there are a few conferences Leslie would like to attend to network and learn *This includes any that we need to split with WSHPCO and hotel stays*
7180 · Community Liaison/Consultant			7,865.25	50,000.00	25,000.00	Reduced budgeted amount but still higher than actual in case HCAW needs more assistance.
7190 · Community Liaison/Consultant Expenses			0.00	3,000.00	1,500.00	In case Donna needs to attend any local meeting.
7195 · Policy & Advocacy	0.00	2,500.00	500.00	2,500.00	2,500.00	Includes yearly contracted fee for SoftEdge and for more to attend MoW (does not include Greg's MoW reimbursement as given this month) *SoftEdge is realized each month ($1500/yr)*
7230 · Insurance	1,237.73	2,000.00	1,068.05	2,000.00	3,000.00	HCAW has D&O insurance but needs general liaiblity to cover physical inventory.
7240 · Office Supplies/Equipment	456.59	150.00	587.21	500.00	750.00	
7250 · Printing/Stationery	0.00	0.00	269.75	1,500.00	1,000.00	Did not print postcards or branded supplies (i.e. letterhead) last year
7260 · Photocopies	0.00	0.00	8.90	1,000.00	500.00	Most done in house. Any jobs too large to be done in house go into #7250 (i.e. membership reneal packets)
7270 · Telephone			480.00	720.00	720.00	$60/m charge from CPMS
7290 · Tech. dev/Maint/Website	234.00	2,000.00	1,776.47	2,670.00	5,000.00	Wild Apricot is increasing fees 20% soon and I would like to see if there are any other AMS available *(annual WA cost will be $2,073.60 = $144 x 20%; monthly cost will be $2,304 = $160 x 20%)*
7310 · Postage	638.94	200.00	615.72	650.00	750.00	Would like to do more physical mailings - I get the impression these have more impact than electronic notices (for i.e. membership renewals)
7360 · Product/Service Development	0.00	0.00	0.00	0.00	0.00	*Not sure what this COA is for so following previous years and not budgeting anything*
7370 · NAHC Dues/Other Memberships	1,250.00	1,500.00	1,250.00	1,500.00	1,500.00	Keeping in line with last year's budget in case NAHC, etc. increase their dues this year
7390 · Legislative Bulletins	0.00	0.00	0.00	0.00	0.00	
7400 · Membership Certificates	0.00	0.00	0.00	250.00	250.00	Did not do a professional reprint - would like to redesign and professionally print this year

	TOTAL					
	Jul '17 - Jun 18	2017-2018 Budget	Jul 18 - April 19	2018-19 Budget	2019-20 Budget	Comments for 2019-20 budget
7440 · Public Relations/ Awards	0.00	0.00	0.00	0.00	0.00	*Not sure what this COA is for so following previous years and not budgeting anything*
7450 · Committee & Task Force Support			0.00	0.00	1,500.00	request from Membership Committee
7455 · Committee & Task Force Speaker	0.00	0.00	0.00	0.00		
7450 · Committee & Task Force Support - Other	0.00	0.00	0.00	0.00		
Total 7450 · Committee & Task Force Support	0.00	0.00	0.00	0.00	1,500.00	
7520 · Board Meetings Expense	401.85	3,000.00	36.46	2,500.00	3,000.00	Did not reimburse for travel but will need to if we meet in person quarterly. This is also where food for board meetings is coded
7530 · President's Travel Expense	0.00	2,000.00	0.00	2,000.00	1,000.00	While Marilou will most likely not ask to be reimbursed, we'd like to budget for it just in case.
7540 · Strategic Planning	0.00	1,000.00	1,380.35	1,500.00	6,000.00	This accounts for an outside facilitator to come in (~$5K) plus F&B and supplies
7560 · Taxes	52.00	100.00	0.00	100.00	100.00	*Estimated*
7580 · Miscellaneous	10.00		53.51		0.00	*Don't typically budget for this*
7600 · Unallocated Contingency	0.00	500.00	0.00	500.00	500.00	
7700 · Annual Mtg/Convention Spring						
7710 · Speaker	567.79	6,000.00	0.00	6,000.00	6,000.00	Conference total is $5,380 but don't have Bill's travel expenses yet - if you include the cost of Scott's books, total is $6,505
7715 · Food and Beverage	29,712.18	35,000.00	0.00	35,000.00	35,000.00	F&B costs were $16,259.76
7720 · Technology	5,585.60	5,500.00	0.00	5,500.00	5,500.00	AV total was $4876.53
7725 · Hand Outs	1,577.39	3,000.00	0.00	1,500.00	1,500.00	didn't print any handouts this year - leaving $ just in case
7730 · Lodging	8,106.59	2,700.00	0.00	2,700.00	2,700.00	this year's total (incl staff) was $2146.72
7740 · Travel	1,492.08		0.00	2,000.00	2,000.00	staff travel TBD but it's quite low
Total 7700 · Annual Mtg/Convention Spring	47,041.63	52,200.00	0.00	52,700.00	52,700.00	
7900 · Workshops/Seminar Expense						
7910 · Speaker	7,006.44	15,000.00	5,937.23	15,000.00	15,000.00	OASIS Answers is typically $10K and any expenses for the Fall and/or Winter programs will go here.
7915 · Food and Beverage	3,545.43	4,400.00	1,129.70	4,400.00	3,000.00	
7920 · Technology	2,330.00	4,800.00	3,600.00	3,000.00	3,600.00	Includes RCTC Online University
7925 · Hand Outs	138.54	3,500.00	1,922.06	2,500.00	3,000.00	Includes Blueprint for OASIS workbooks
7930 · Lodging	0.00	1,500.00	816.43	0.00	1,500.00	Speakers
7900 · Workshops/Seminar Expense - Other	17,280.00		3,149.00	1,500.00	3,500.00	
Total 7900 · Workshops/Seminar Expense	30,300.41	29,200.00	16,554.42	26,400.00	29,600.00	
Total Expense	328,399.59	328,450.00	193,880.45	349,670.00	333,520.00	
Net Ordinary Income	-9,752.12	50.00	-96.40			
Other Income/Expense						
Other Income						
9000 · Baird Change in Market Value	-1,000.54		-349.72			
9100 · Baird Income and Distributions	3,915.90		3,310.23			
Total Other Income	2,915.36		2,960.51			
Net Other Income	2,915.36		2,960.51			
Net Income	**-6,836.76**	**50.00**	**2,864.11**			

HCAW 2018-19 STRATEGIC PLAN

MEMBERSHIP

Overarching Goal
Grow membership by 5%

#	Activity	Resources	Buget Impact		Path to Achieve Goals	Due Date	Accountability	Status/Outcomes
			Rev	Exp				
1.1	Define and promote member value proposition (including Clinical Director role)	Board Membership Cmte HCAW Staff				Sept 2019	Nate, Kyle	
1.2	Visit agencies in an effort to recruit new members	Board Membership Cmte HCAW Staff Funding for travel expenses				Ongoing *(start Jan 2019)*	Nate, Kyle	
1.3	Conduct Board outreach phone calls for recruitment	Board Membership Cmte HCAW Staff				Ongoing *(start Jan 2019)*	Nate, Kyle	

Long-term Goal
Create marketing and branding plan.

#	Activity	Resources	Buget Impact		Path to Achieve Goals	Due Date	Accountability	Status/Outcomes
			Rev	Exp				
1.4	Conduct after full strategic planning session; Hire marketing firm to develop					Jan 2020	Nate, Kyle	

ADVOCACY

Member Goal
Increase member engagement in legislative efforts to 50%.

#	Activity	Resources	Buget Impact		Path to Achieve Goals	Due Date	Accountability	Status/Outcomes
			Rev	Exp				
2.1	Offer free one-hour webinar on legislation 101 (including bills, RCWs, Rules, WAC)	Public Policy Director HCAW Staff GoToMeeting			*Leslie to prepare PowerPoint presentation. *Christine to continue to promote (social media, e-blasts). *Provide leg report to members. *Leslie to reach out to Greg if needed.	Dec 2018	Rob, Greg	*Leslie finalizing PowerPoint presentation. *Christine promoted in November newsletter and with an e-blast on 12/7.
2.2	Engage agency employees through legislative updates/alerts & LAN	Public Policy Director HCAW Staff Technology			*Identify content HCAW wants to use and how members will engage. *Rob and Greg to present LAN to full Board for approval. *Provide training for those using the LAN. *Provide ongoing outreach to members to encourage use. *Promote at Annual Conference.	Jan 2019 (get LAN) April 2019 (engage members)	Rob, Greg	*Rob, Greg, Marilou, and Christine met with both Phone2Action & SoftEdge.
2.3	Invite members to attend first half of Public Policy Committee meeting to provide monthly legislative report; consider rescheduling call to conducive time	Public Policy Director HCAW Staff Technology	$ -	$ -		Nov 2018	Rob, Greg	**COMPLETE** - calls have been rescheduled to the second Tuesday of the month at 7:30am; Starting Dec 2019, members will be invited to join first half of all calls

2.4	Run a home health Medicaid VBP Bill	Board Public Policy Director Clinical Director Public Policy Cmte Affiliate Organizations Legislators			*Task force with Board members on what HCAW wants VBP model to look like (i.e. what does payment model look like, incentives, etc.). *Leslie to work with interested parties on creating VBP structure. Board to provide guidance and support.	April 2019	Rob, Greg	*Leslie to continue working with HCAW Board, HCA, Ways and Means Committee, and other interested parties to create VBP structure for 2019 legislative session.
Community-at-Large Goal *Identify strategic partnership opportunities to broaden the scope and awareness of HCAW.*								
#	Activity	Resources	Buget Impact		Path to Achieve Goals	Due Date	Accountability	Status/Outcomes
			Rev	Exp				
2.5	Conduct outreach to identified organizations to establish advocacy partnerships. Organizations include: o WSHA – Home Health VBP, Reducing back logs (LOS), sepsis readmissions, palliative care o WSHPCO/WAHCA - Palliative care o State Agencies-HCA	Board Public Policy Director HCAW Staff			*Open lines of communication with AK, ID, OR, and WA boards. *Connect with WSHA for more formal interaction and sharing between organization. *Continue builing relationships with HCA.	Jan 2019	Brent	*Dinner with AK, ID, OR, and WA boards during NAHC PDGM Roadshow. *Brent connected with Zosia Stanley with WSHA. *Brent building stronger relationship with HCA.
Long-term Strategy								
2.6	Exploring the possibility of a co-located conference with Alaska, Oregon, Idaho, Washington focusing on home health, hospice, and home care.	Board Annual Meeting/Education Cmte HCAW Staff			*Meet with AK, ID, OR boards to build relationships. *Connect with other WA-based organizations.	2022	Brent	*Brent connected with Shawn D'Amelia, WAHCA about co-location of a future annual meeting. Will meet with Jeff Wiberg, WAHCA President for further discussion.

COMMUNITY								
Member Goal *Create peer-to-peer networking opportunities*								
#	Activity	Resources	Buget Impact		Path to Achieve Goals	Due Date	Accountability	Status/Outcomes
			Rev	Exp				
3.1	Virtual brown bag events with relevant topics	Board HCAW Staff Virtual platform Content Leaders/facilitators Marketing			*Connect with Christine for first steps.	January 2019	Melinda, Sam	*Sam and Melinda to schedule meeting with Christine.
3.2	Provide strong clinical track content at Annual Conference	Annual Meeting/Education (AME) Cmte Funding for professional speakers			*Attend AME Cmte calls. *Research potential speakers for Annual Conference to include Private Duty and clinician-focused topics.	April 2019	Melinda, Sam	*Jenn will invite Sam and Melinda to join next AME Cmte call to provide additional support.
3.3	Community blog/chat room on website	Board Clinical Director HCAW Staff Web support Marketing			*Create content based on feedback from brown bag meetings.	May 2019	Melinda, Sam	
3.4	Networking opportunities at regional events	Board HCAW Staff Funding Travel Space Food & beverage Marketing			*Meet with Amber, Gretchen, and Rachel to discuss regional events.	*Upon launch of regional events*	Melinda, Sam	

EDUCATION								
Member Goal *Create/increase number of educational opportunities*								
#	Activity	Resources	Buget Impact		Path to Achieve Goals	Due Date	Accountability	Status/Outcomes
			Rev	Exp				

4.1	Analyze resources to create SME speaker pool (topic based) & vendors (resources include all members, free community presenters, board members). Identify SME's via ambassador calls, networking, etc.	SME (Board Members to identify) Annual Meeting/Education (AME) Cmte HCAW Staff Members			*Create spreadsheet based off of Fall Conference speakers. *Once finalized, Christine to make speaker pool spreadsheet shareable online for Board and AME Cmte. *Board and AME Cmte to populate on an ongoing basis.	April 2019	Gretchen, Amber, Rachel	*Speaker pool spreadsheet under review.
4.2	Create a virtual resource library	Board Public Policy Director Clinical Director HCAW Staff Technical support (You Tube Channel, Podcasts, Virtual Library creation, calendar of events)				July 2019	Gretchen, Amber, Rachel	
4.3	Enhance, enrich, broaden conference offerings	Annual Meeting/Education Cmte			*Use evaluations from Fall Conference to see where education "holes" are in conference program. *Invite Sam and Melinda to next AME Cmte call for support. *Board members to provide additional speakers and topics based on staff needs.	April 2019	Gretchen, Amber, Rachel	*Education "holes" in conference program have been identified. *Sam and Melinda to join next AME Cmte call.
4.4	Offer regional networking events (self-funded)	Annual Meeting/Education Cmte HCAW Staff	$ -	$ -	*Meet with Sam and Melinda to form next steps.	Aug 2019	Gretchen, Amber, Rachel	*Set up meeting with Sam and Melinda.
				Long-term Strategy				
4.5	Develop a podcast	Board HCAW Staff Platform for storage (IE mobile App)			*Learn what other similar associations are doing. *Potential guest speakers can be pulled from speaker pool.	Jan 2020	Gretchen, Amber, Rachel	*Christine spoke to HCA of MA for tips and tricks.
				Non-Member Goal *Review dues structure.*				
#	Activity	Resources	Buget Impact		Path to Achieve Goals	Due Date	Accountability	Status/Outcomes
			Rev	Exp				
4.6	Review other association structures in comparison to HCAW structure & assess potential impact of restructure	Membership Cmte HCAW Staff Google				April 2019	Larissa	
				Community-at-Large Goal *Increase awareness of members.*				
#	Activity	Resources	Buget Impact		Path to Achieve Goals	Due Date	Accountability	Status/Outcomes
			Rev	Exp				
4.7	Create and distribute Member Directory	HCAW Staff Funds to print DOT public data Distribution list (define distribution list & how) Cost analysis Advertisers/sponsors (to offset cost) Marc Berg			*Verify Provider member information in database through outreach and using DOH data. *Select graphic designer to create directory. *Select print shop to print hard copies to be distributed to community. *Identify community members, partners, and vendors to send directory.	July 2019	Amber, Gretchen	*Will discuss further at January 2019 Board meeting.

May 14, 2019

HCAW May Updated 2019 Public Policy Report

Prepared by Leslie Emerick, Director of Public Policy

Legislative Overview

End of session review! Lots of bills die along the way. Just a reminder that in a biennial legislature, bills live for two years so even if they die this session, they may be back next legislative session! The state 105-day legislative session was officially over on Sunday, April 28th. Budget writers in both the House and Senate reached an agreement on a two-year state budget that includes some revenue bills for new taxes. There was some criticism on the lack of transparency in the final frantic days of session as they moved closer to the deadline. With the Democrats controlling both houses and the Governor's office, there was a lot of pressure to get the budget done on time!

Overall, the legislature will raise about $830 million in new revenue for the biennium from a Business and Occupation (B&O) tax increase on services, a graduated real estate excise tax and through the closure of tax loopholes.

State Operating Budget 2019-2021

The House budget bill, ESHB 1109 , was the final vehicle for the compromise budget with the Senate. On April 27, the Legislature reached a budget agreement for the 2019-21 biennium, which will allow the 2019 legislative session to conclude on time on April 28th. Here are the highlights of the new compromise operating budget.

Palliative Care Roadmap

(24) $21,000 of the general fund—state appropriation for fiscal year 2020 and $4,000 of the general fund—state appropriation for fiscal year 2021 are provided solely for the development of a palliative care road map to provide information and guidance to providers, patients, families, and

caregivers of individuals living with a serious or life-threatening illness. The department must work in consultation with appropriate stakeholders, including but not38 limited to, the health care authority, the department of social and health services, and hospital-based, outpatient, and community-based palliative care providers. The department must complete the document and make hard copies available for distribution no later than September 30, 2020.

Home Health Rate Increase and Workgroup (SB 5828 Died, but was in proviso)

(24) $727,000 of the general fund—state appropriation for fiscal year 2020, $1,455,000 of the general fund—state appropriation for fiscal year 2021, and $2,469,000 of the general fund—federal appropriation are provided solely for a ten percent rate increase, effective January 1, 2020, for in-home skilled nursing services, nurse delegation, in-home private duty nursing, and adult family home private duty nursing.

(33) The authority shall facilitate a home health work group consisting of home health provider associations, hospital associations, managed care organizations, the department of social and health services, and the department of health to develop a new medicaid payment methodology for home health services. The authority must submit a report with final recommendations and a proposed implementation timeline to the appropriate committees of the legislature by November 30, 2019. The work group must consider the1 following when developing the new payment methodology:

(a) Reimbursement for telemedicine;

(b) Reimbursement for social work for clients with behavioral health needs;

(c) An additional add-on for services in rural or underserved areas;

(d) Quality metrics for home health providers serving medical assistance clients including reducing hospital readmission;

(e) The role of home health in caring for individuals with complex, physical, and behavioral health needs who are able to receive care in their own home, but are unable to be discharged from hospital settings; and

(f) Partnerships between home health and other community resources that enable individuals to be served in a cost-effective setting that also meets the individual's needs and preferences.

Private Duty Nursing

(23) $229,000 of the general fund—state appropriation for fiscal year 2018, $229,000 of the general fund—state appropriation for fiscal year 2019, and $458,000 of the general fund—federal appropriation are provided solely to increase the daily rate for private duty nursing in adult family homes by $63.77

(38) Sufficient amounts are appropriated in this section to increase the hourly rate by ten percent for registered nurses and licensed practical nurses providing skilled nursing services for children

who require medically intensive care in a home setting. This rate increase begins on January 1, 2020.

(39) Sufficient amounts are appropriated in this section to increase the daily rate by ten percent for registered nurses and licensed practical nurses providing skilled nursing services to medically intensive children's program clients who reside in a group home setting. This rate increase begins on January 1, 2020.

(p) $51,000 of the general fund—state appropriation for fiscal year 2018, $51,000 of the general fund—state appropriation for fiscal year 2019, and $102,000 of the general fund—federal appropriation are provided solely to increase the daily rate for private duty nursing in adult family homes by $63.77.

Long Term Care Act Funding in Budget

(22) $2,437,000 of the long-term services and supports trust account—state appropriation is provided solely to implement Second Substitute House Bill No. 1087 (long-term services and support). Of the amounts provided in this subsection, $217,000 is provided solely for a contract with the state actuary. If the bill is not enacted by1 June 30, 2019, the amount provided in this subsection shall lapse.

O2G Health Care Professions Account

(45) $189,000 of the dedicated marijuana account—state appropriation for fiscal year 2020 is provided solely to implement Engrossed Substitute House Bill No. 1094 (medical marijuana renewals).

Improve License Processing Times Funding is provided for credentialing staff in the Health Systems Quality Assurance (HSQA) unit at the Department of Health to reduce wait times and accelerate the licensing process for 85 health professions throughout the state. (Health Professions Account-State)

Nursing Care Quality Assurance Commission

(31) $3,210,000 of the health professions account—state appropriation is provided solely for the nursing care quality assurance commission to address increased complaints.

Long-Term Care Workforce Funding is provided to the Department of Health for the Nursing Care Quality Assurance Commission to continue the work group related to nurses in long-term care settings. (General Fund-State)

Dementia/Alzheimer's

(v) $256,000 of the general fund—state appropriation for fiscal year 2020 and $226,000 of the general fund—state appropriation for fiscal year 2021 are provided solely for the university's neurology department to create a telemedicine program to disseminate dementia care best practices to primary care practitioners using the project ECHO model. The program shall provide a virtual connection for providers and content experts and include didactics, case conferences, and

an emphasis on practice transformation and systems- level issues that affect care delivery. The initial users of this program shall include referral sources in health care systems and clinics, such as the university's neighborhood clinics and Virginia Mason Memorial in Yakima with a goal of adding fifteen to twenty providers from smaller clinics and practices per year.

One-time funding is provided for implementation of an initiative recommended by the Dementia Action Collaborative. The Department of Health must investigate existing evidence-based messages and public awareness campaign strategies and undertake a short-term digital awareness campaign in targeted areas of the state. (General Fund-State)

Bills of Interest or Concern

2SHB 1087 Long-Term Care Trust Act : Passed the legislature and on its way to the Governor for signature. HCAW support this legislation that allows for in-home services to be used to support a patient's ability to stay in their homes longer before entering the state Medicaid system. Establishes the Long-Term Services and Supports Trust Program (Trust Program) to provide benefits for long-term services and supports to qualified individuals who need assistance with at least three activities of daily living. Establishes eligibility requirements for the Trust Program for persons who pay a premium of 0.58 percent of a person's wages for a specific amount of time.

HB 1175 - Concerning authorization of health care decisions by an individual or designated person. Signed by the Governor: HCAW strongly supports this bill for our hospice agencies. The bill expands a list of designated persons authorized to provide informed consent for health care treatment to incapacitated persons. Provides limited immunity to health care providers or facilities that render health care in reliance on a declaration of an adult providing informed consent. Prohibits a person authorized to provide informed consent from requesting or obtaining medication to end a qualified patient's life under the Death with Dignity law where that patient is an incapacitated person. Expands the list of methods for executing a health care directive to include use of a notary public or other individual authorized by law. Authorizes criminal penalties under the perjury statutes for false declarations.

HB 2158 Creating a workforce education investment to train Washington students for Washington jobs passed the legislature. The bill had a 20% health professions B & O Tax increase which HCAW opposed. At this time, I am not sure how or which professions or health care agencies may be impacted and am asking for further clarification from fiscal committee staff.

HCAW opposed SB 5988 Reducing a tax preference for prescription drug warehousing to invest in opioid abuse treatment services in high-need areas and **SB 5940** creating a 37% tax on opioid products being distributed into the state of Washington. Neither bill passed out of the Senate Ways and Means committee.

Department of Health Issues

Certified Nursing Assistant Fee Increase: The CR-102, filed on 04/03/2019 as WSR# 19-08-087, proposes increasing application and active renewal fees, as well as adjustments to the late renewal penalty, for all nursing assistants. A public hearing is scheduled on 05/07/2019 for 1:00 p.m. at the Department of Health, Town Center 2, 111 Israel Road SE, Tumwater, WA, Room #158. You are encouraged to visit https://fortress.wa.gov/doh/policyreview/ where you can view all relevant documents and provide formal public comments regarding the rule change. For questions or additional information, please contact Tracie Drake, Program Manager, at (360) 236-2986.

- 1908087chiromassagenursingassistantfees102final.pdf

Safe Medication Return Program

Engrossed Substitute House Bill (ESHB) 1047, also known as the "Secure Drug Take Back Act" mandates that the department establish a comprehensive safe medication return program that will be fully financed by the pharmaceutical industry.

The DOH Safe Medication Return Program filed a CR102 with the Office of the Code Reviser on April 3, 2019 under WSR #19-08-085 to notify the public of proposed new rules that will establish administrative standards and a system of regulation for safe and secure collection and disposal of unwanted medicines through a uniform safe medication return program. A copy of the filed CR102 form is attached.

The department has scheduled a rules hearing to be held on May 8, 2019 from 2:00 pm to 4:00 pm at the Department of Health's Town Center 2, room 158, located at 111 Israel Road SE, Tumwater, WA, 98501. The purpose of this hearing is to:

- Discuss proposed rule language;
- Explain the department's rulemaking timeline and required compliance with the Administrative Procedures Act (APA) consistent with chapter 34.05 RCW; and
- Invite stakeholders, members of the public, and other interested parties to discuss the establishment of the drug take back program.

We are in the open public comment period until 5 pm on May 8, 2019 and welcome your feedback through our rules comment page. We encourage you to use this page if possible, however, if you are unable to submit comments through the rules page, you can send feedback to program staff. If you have questions about the Safe Medication Return Program, please contact program staff at 360-236-4698 or SafeMedReturn@doh.wa.gov.

- FILED FINAL CR102_SMR_040319.pdf
- Rules_2795_SA_SMR.pdf

DOH In-Home Services Roundtable
The meeting was held in Tumwater on April 25th with a very large turn-out from the home care, home health and hospice community! DOH has done extensive outreach to organizations that are associated with in-home services to attend these quarterly meetings and it paid off. We had reports from Pat Justis, Rural Health Program Manager, on the newly released " Home Health and Hospice in Rural Areas Report" and her efforts with the "Palliative Care Initiative". There was a request by a home care provider that DOH also focus more on home care in rural communities.

We also received an update on the status of the Medicine Return Program being developed at DOH from legislation in the 2018 session. DOH is finalizing rule making and by April 2020 the state should have the program up in running in cities all over the state with a robust mail-back program, community kiosks for medicine return and Medicine Take Back events in local communities. The CR 102 rules hearing in on May 8th in Tumwater.

We received an update from John Hilger on complaints that the agency has received for providers. Home care agencies main citations were related to not updating their policies related to the new In-Home Services rules, so if you have not updated your agencies policies, please go to WAC 246-335 for more information: https://app.leg.wa.gov/wac/default.aspx?cite=246-335

DOH is also funding a new position for a Healthy Aging Director, Marcie Getz, that will be working closely on issues related to aging in WA State. Also, Carolyn Ham, Older Adult Falls Prevention Specialist with the DOH Older Adult Falls Prevention program announced today that she is willing to do training for staff at home care agencies on falls prevention. She can be reached at: Carolyn Ham, PTA, carolyn.ham@doh.wa.gov or call 360-236-4795.

Julie Ferguson, Advanced Health Care and Procare Academy, and I expressed concerns about the Certified Nursing Assistant certification fee increase with DOH that is under consideration and suggested to attendees that they contact DOH to let them know if they have concerns. We discussed that these health care workers are also some of the least able to pay these increased fees.

I also expressed concerns about the new fee that may be in the final compromise budget for a new licensing system at DOH that would impose a $10 charge on all health care practitioners for a period of four years to pay for the system. John Hilger will look into that for us, but we will not have final confirmation until after the state operating budget has been voted on and signed by the Governor.

Palliative Care-Rural Health Integration Advisory Team (PC-RHIAT): I am still participating on the advisory team for the Community Engagement Workgroup. They have just produced a new document on "There's No Place Like Home: Rural Home Health and Hospice Care in Washington State: A Discussion of Challenges and Solutions." I have been handing out copies of the new home health and hospice report to legislators and Governor policy staff. We are getting a very positive response!

HHHreportFINAL2-6-2019.pdf

Health Care Authority (HCA) Issues

Adult Palliative Care Rules: HCA is starting to work on the rules again and will be setting up a team of palliative care providers for stakeholder development of the proposal. They also have to work with CMS to amend the State Plan Amendment (SPA) to get permission for billing. They did find additional billing codes that appear to work for home health and hospice providers. There will be no prior authorization required. More to come!

Public Policy Updates

Bree Collaborative Palliative Care Workgroup: I have been attending this workgroup to provide policy updates and help craft a definition for palliative care and establish the scope of the work. The last meeting was on May 10th. The group is reviewing initial recommendations. They are focusing on a funding mechanism for reimbursement for palliative care. I discussed the "Palliative Care Roadmap" proviso that passed the legislature this session and suggested that the Bree could advise the workgroup on subject matter development.

WA State Dementia Collaborative: I am still participating in the Health and Medical Subcommittee. I also requested that they get involved in the Health Care Authority rulemaking on Adult Palliative Care to see how they will be handling patients with Dementia or Alzheimer diagnosis. If anyone wants to order some more for your agency, please go to: www.dshs.wa.go/altsa/dementa-action-collaborative

home care association of washington
REPRESENTING HOME HEALTH, HOSPICE, & HOME CARE AGENCIES

2019-2020 Board Meeting Attendance

Board Member	Meeting Dates								
	June	Aug	Sept	Oct	Nov	Jan	Feb	March	April
Marilou Church									
Rachel Manchester									
Amber Hahn-Keenan									
Gretchen Anderson									
Brent Korte									
Kyle Long									
Geoff Meinken									
Melinda Moore									
Tammi Reeser									
Alisa Van Sickle									
Nate Smith									

E = excused
R = retired

Per HCAW's Bylaws (Article VIII; Section 5):
Attendance: To enable maximum efficiency of the Board of Directors, meeting attendance is expected. After two (2) absences within a year, a vacancy may be declared.

Therefore with ten (10) meetings set for the year board members must attend 8, unless excused.