HCAW June 2021 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: 06/17/21		**Time:** 10:00 a.m.-11:00 a.m.	**Location:** GoTo Meeting	
TIME	**TOPIC**	**DISCUSSION**	**PLAN OF ACTION**	**RESPONSIBLE**
10:00 a.m.	Call to Order	Welcome/Updates • Approval of May 2021 Minutes	Approval	Rachel/All
10:05 a.m.	Financial Report	• May Financials	Review	Amber
10:15 a.m.	Board Member Additions	• Vote on new Board additions; Lisa Shaw and Deb Strom • DEI Work Lead	Discussion/Vote	Lexi/Alisa/All
10:20 a.m.	Discussion Items	• Home Health Certificate of Need • Parent Caregiver Discussion • Erica Drury Request	Review and Questions	Leslie/Donna/All
10:50 a.m.	Action Items	• Review of key deliverables/action items/decisions		Rachel
10:55 a.m.	Legislative Updates as time allows	• Public Policy Report • Clinical Director Report	Review Review	Leslie Donna
		•		

Board Meeting Teleconference Minutes
Thursday May 20th, 2021
10:00 am-11:00 am

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: Rachel Manchester, President; Amber Hahn-Keenan, Secretary/Treasurer, Directors Shelly Davidson, Gretchen Anderson, Alisa Van Sickle; Tammi Reeser; Sheena Paylor, Brent Korte, Ex-Officio, Melinda
Staff: Donna Goodwin, Clinical Director; Britni Lundin Executive Director
Not in Attendance:, President-Elect, Marilou Church, Past President, Moore, Lexi Phul, Geoff Meinken; & Leslie Emerick, Public Policy Director;

CALL TO ORDER

Meeting called to order at 10:04 am
Motion to approve April minutes, seconded and passed.

I. FINANCIAL REVIEW

Financial Report:

- Conference income did not fully cover expenses ($2,000 loss), however, offering a program aided in showing relevance to our members and justification for dues.
- We have not seen enough participation on RCTC Learn yet to justify the cost. The recommendation is to continue with monthly reminders about this benefit, monitor usage and survey members at the end of the year regarding education.
- The CPA has done an initial review of recording procedures, and the Board needs to choose how they would like recording to be done. Payments/expenses can be showed as deferred or they can be realized when they are received/spent. Board voted unanimously for Accrual based accounting showing all income and payments as deferred.
- Preliminary budget has been sent to Amber for review. She will review and get back to Britni for revision prior to going out to the Board.

I. COMMITTEE REPORTS

- Nominating- The new slate was voted on by the Board and was sent out to the membership. If the slate is uncontested within the 30 day period, the proposed slate will start their term in July. Lisa Shaw was not on the slate. Britni to follow up with Marilou. Tammi Reeser resigned her position for personal reasons, and will be thinking of a possible person to nominate to the Board.

- Education- Programs are currently posted on the calendar. New Rap Rules webinar is scheduled for next week and has had a good response. The Board is asked to send educational ideas with a potential contact to host to the Executive Director.

I. ADDITIONAL ITEMS

- Long Term Care benefit was discussed. It is anticipated that there will be several questions surrounding this new paycheck deduction. Processes are not fully known. This could mean significant labor implications. The Board inquired about having Leslie and Donna dig into this more and share for the next newsletter (what impact will be for home care and home health).
- No report on the Sepsis tool. Donna to follow up with Al.
- DEI goals in HCAW were discussed. It was agreed that forming a committee and bringing in some people outside the Board would be beneficial.

I. PUBLIC POLICY REPORT

- No report given, notes in the Board packet

I. Clinical Director Report

- Donna notes in the Board Packet

Meeting adjourned at 11:00am

Home Care Association of Washington
Actual vs Budget Performance - 2021
For the Year to Date Ended May 31, 2021

	Jul '20 - May 21	Budget	Annual Budget	$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
MEMBERSHIP					
Affiliate Dues	3,252.11	2,000.00	2,000.00	1,252.11	162.61%
Affiliate Sponsor	0.00	5,000.00	5,000.00	-5,000.00	0.0%
Provider Dues	196,984.64	175,000.00	175,000.00	21,984.64	112.56%
Total MEMBERSHIP	200,236.75	182,000.00	182,000.00	18,236.75	110.02%
OPERATING					
Job Target/Career Board	1,376.66	250.00	250.00	1,126.66	550.66%
Miscellaneous Income	0.00	100.00	100.00	-100.00	0.0%
Newsletter Ads/Subscriptions	0.00	100.00	100.00	-100.00	0.0%
Website Advertising	0.00	200.00	200.00	-200.00	0.0%
Total OPERATING	1,376.66	650.00	650.00	726.66	211.79%
PROGRAMMING					
Annual Meeting/Conv - Spring					
Sponsorships/Endorsements/Rebat	2,700.00	5,000.00	5,000.00	-2,300.00	54.0%
Annual Meeting/Conv - Spring - Other	3,323.33	10,000.00	10,000.00	-6,676.67	33.23%
Total Annual Meeting/Conv - Spring	6,023.33	15,000.00	15,000.00	-8,976.67	40.16%
OCS OASIS Partnership	0.00	1,500.00	1,500.00	-1,500.00	0.0%
Workshops/Seminars	-1,640.00	20,000.00	20,000.00	-21,640.00	-8.2%
Total PROGRAMMING	4,383.33	36,500.00	36,500.00	-32,116.67	12.01%
Total Income	205,996.74	219,150.00	219,150.00	-13,153.26	94.0%
Gross Profit	205,996.74	219,150.00	219,150.00	-13,153.26	94.0%
Expense					
ADMINISTRATIVE					
Bank / Merchant Fees	1,094.30	458.34	500.00	635.96	238.75%
Business License	0.00	10.00	10.00	-10.00	0.0%
Contingency	0.00	500.00	500.00	-500.00	0.0%
Insurance	2,299.58	3,500.00	3,500.00	-1,200.42	65.7%
Management	69,600.00	65,200.00	72,100.00	4,400.00	106.75%
Miscellaneous	1,436.30	100.00	100.00	1,336.30	1,436.3%
Office Supplies	136.35	300.00	300.00	-163.65	45.45%
Postage	299.75	300.00	300.00	-0.25	99.92%
Printing/Copies	164.70	400.00	400.00	-235.30	41.18%
Publications/Subscriptions	1,500.00	0.00	0.00	1,500.00	100.0%
Telephone	141.37	500.00	500.00	-358.63	28.27%
Total ADMINISTRATIVE	76,672.35	71,268.34	78,210.00	5,404.01	107.58%
ADVOCACY					
Lobbyist Expenses	629.50	1,750.00	1,750.00	-1,120.50	35.97%
Lobbyist/Legislative Consultant	40,700.00	40,700.00	44,400.00	0.00	100.0%

Home Care Association of Washington
Actual vs Budget Performance - 2021
For the Year to Date Ended May 31, 2021

	Jul '20 - May 21	Budget	Annual Budget	$ Over Budget	% of Budget
Policy & Advocacy	375.00	1,500.00	1,500.00	-1,125.00	25.0%
Total ADVOCACY	41,704.50	43,950.00	47,650.00	-2,245.50	94.89%
COMMUNICATIONS					
Website- Reg & Maint	499.00	0.00	2,500.00	499.00	100.0%
Total COMMUNICATIONS	499.00	0.00	2,500.00	499.00	100.0%
LEADERSHIP					
Board Meetings	0.00	750.00	750.00	-750.00	0.0%
Strategic Planning	0.00	300.00	300.00	-300.00	0.0%
Total LEADERSHIP	0.00	1,050.00	1,050.00	-1,050.00	0.0%
MEMBERSHIP SERVICE/RETENTION					
Clinical Director	22,688.75	27,500.00	30,000.00	-4,811.25	82.51%
Clinical Director Expenses	0.00	500.00	500.00	-500.00	0.0%
NAHC Dues/Other Memberships	750.00	1,500.00	1,500.00	-750.00	50.0%
Public Relations/ Awards	0.00	250.00	250.00	-250.00	0.0%
Total MEMBERSHIP SERVICE/RETENTION	23,438.75	29,750.00	32,250.00	-6,311.25	78.79%
PROGRAMS					
Annual Mtg/Convention Spring					
A/V - Technology	8,350.00	4,000.00	4,000.00	4,350.00	208.75%
Food and Beverage	0.00	15,000.00	15,000.00	-15,000.00	0.0%
Speaker	250.00	4,000.00	4,000.00	-3,750.00	6.25%
Syllabus	0.00	500.00	500.00	-500.00	0.0%
Annual Mtg/Convention Spring - Other	372.20	0.00	0.00	372.20	100.0%
Total Annual Mtg/Convention Spring	8,972.20	23,500.00	23,500.00	-14,527.80	38.18%
Workshops/Seminar Expense					
A/V-Technology	1,215.00	250.00	250.00	965.00	486.0%
Food and Beverage	0.00	2,000.00	2,000.00	-2,000.00	0.0%
Lodging & Transportation	0.00	1,500.00	1,500.00	-1,500.00	0.0%
Other Workshops/Seminar Expense	333.00	3,500.00	3,500.00	-3,167.00	9.51%
Speaker	0.00	10,000.00	10,000.00	-10,000.00	0.0%
Syllabus Copies	0.00	2,500.00	2,500.00	-2,500.00	0.0%
Total Workshops/Seminar Expense	1,548.00	19,750.00	19,750.00	-18,202.00	7.84%
Total PROGRAMS	10,520.20	43,250.00	43,250.00	-32,729.80	24.32%
Total Expense	152,834.80	189,268.34	204,910.00	-36,433.54	80.75%
Net Ordinary Income	53,161.94	29,881.66	14,240.00	23,280.28	177.91%
Other Income/Expense					
Other Income					
Interest & Dividends	574.02	750.00	750.00	-175.98	76.54%
Gain/Loss on Investments	7,102.71	0.00	0.00	7,102.71	100.0%
Total Other Income	7,676.73	750.00	750.00	6,926.73	1,023.56%

See Accountant's Compilation Report

Home Care Association of Washington
Actual vs Budget Performance - 2021
For the Year to Date Ended May 31, 2021

	Jul '20 - May 21	Budget	Annual Budget	$ Over Budget	% of Budget
Net Other Income	7,676.73	750.00	750.00	6,926.73	1,023.56%
Net Income	**60,838.67**	**30,631.66**	**14,990.00**	**30,207.01**	**198.61%**

See Accountant's Compilation Report

Home Care Association of Washington
Actual vs Budget Performance - 2021
For the Year to Date Ended May 31, 2021

	Jul '20 - May 21	Budget	Annual Budget	$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
MEMBERSHIP					
Affiliate Dues	3,252.11	2,000.00	2,000.00	1,252.11	162.61%
Affiliate Sponsor	0.00	5,000.00	5,000.00	-5,000.00	0.0%
Provider Dues	181,504.64	175,000.00	175,000.00	6,504.64	103.72%
Total MEMBERSHIP	184,756.75	182,000.00	182,000.00	2,756.75	101.52%
OPERATING					
Job Target/Career Board	1,376.66	250.00	250.00	1,126.66	550.66%
Miscellaneous Income	0.00	100.00	100.00	-100.00	0.0%
Newsletter Ads/Subscriptions	0.00	100.00	100.00	-100.00	0.0%
Website Advertising	0.00	200.00	200.00	-200.00	0.0%
Total OPERATING	1,376.66	650.00	650.00	726.66	211.79%
PROGRAMMING					
Annual Meeting/Conv - Spring					
Sponsorships/Endorsements/Rebat	2,700.00	5,000.00	5,000.00	-2,300.00	54.0%
Annual Meeting/Conv - Spring - Other	3,683.33	10,000.00	10,000.00	-6,316.67	36.83%
Total Annual Meeting/Conv - Spring	6,383.33	15,000.00	15,000.00	-8,616.67	42.56%
OCS OASIS Partnership	0.00	1,500.00	1,500.00	-1,500.00	0.0%
Workshops/Seminars	-1,640.00	20,000.00	20,000.00	-21,640.00	-8.2%
Total PROGRAMMING	4,743.33	36,500.00	36,500.00	-31,756.67	13.0%
Total Income	190,876.74	219,150.00	219,150.00	-28,273.26	87.1%
Gross Profit	190,876.74	219,150.00	219,150.00	-28,273.26	87.1%
Expense					
ADMINISTRATIVE					
Bank / Merchant Fees	1,094.30	458.34	500.00	635.96	238.75%
Business License	0.01	10.00	10.00	-9.99	0.1%
Contingency	0.00	500.00	500.00	-500.00	0.0%
Insurance	2,299.58	3,500.00	3,500.00	-1,200.42	65.7%
Management	99,709.99	65,200.00	72,100.00	34,509.99	152.93%
Miscellaneous	1,527.98	100.00	100.00	1,427.98	1,527.98%
Office Supplies	130.93	300.00	300.00	-169.07	43.64%
Postage	299.75	300.00	300.00	-0.25	99.92%
Printing/Copies	164.70	400.00	400.00	-235.30	41.18%
Publications/Subscriptions	1,500.00	0.00	0.00	1,500.00	100.0%
Telephone	141.37	500.00	500.00	-358.63	28.27%
Total ADMINISTRATIVE	106,868.61	71,268.34	78,210.00	35,600.27	149.95%

Home Care Association of Washington
Actual vs Budget Performance - 2021
For the Year to Date Ended May 31, 2021

	Jul '20 - May 21	Budget	Annual Budget	$ Over Budget	% of Budget
ADVOCACY					
Lobbyist Expenses	629.50	1,750.00	1,750.00	-1,120.50	35.97%
Lobbyist/Legislative Consultant	40,700.00	40,700.00	44,400.00	0.00	100.0%
Policy & Advocacy	500.00	1,500.00	1,500.00	-1,000.00	33.33%
Total ADVOCACY	41,829.50	43,950.00	47,650.00	-2,120.50	95.18%
COMMUNICATIONS					
Website- Reg & Maint	499.00	0.00	2,500.00	499.00	100.0%
Total COMMUNICATIONS	499.00	0.00	2,500.00	499.00	100.0%
LEADERSHIP					
Board Meetings	0.00	750.00	750.00	-750.00	0.0%
Strategic Planning	0.00	300.00	300.00	-300.00	0.0%
Total LEADERSHIP	0.00	1,050.00	1,050.00	-1,050.00	0.0%
MEMBERSHIP SERVICE/RETENTION					
Clinical Director	23,916.50	27,500.00	30,000.00	-3,583.50	86.97%
Clinical Director Expenses	0.00	500.00	500.00	-500.00	0.0%
NAHC Dues/Other Memberships	750.00	1,500.00	1,500.00	-750.00	50.0%
Public Relations/ Awards	0.00	250.00	250.00	-250.00	0.0%
Total MEMBERSHIP SERVICE/RETENTION	24,666.50	29,750.00	32,250.00	-5,083.50	82.91%
PROGRAMS					
Annual Mtg/Convention Spring					
A/V - Technology	8,350.00	4,000.00	4,000.00	4,350.00	208.75%
Food and Beverage	0.00	15,000.00	15,000.00	-15,000.00	0.0%
Speaker	250.00	4,000.00	4,000.00	-3,750.00	6.25%
Syllabus	0.00	500.00	500.00	-500.00	0.0%
Total Annual Mtg/Convention Spring	8,600.00	23,500.00	23,500.00	-14,900.00	36.6%
Workshops/Seminar Expense					
A/V-Technology	1,215.00	250.00	250.00	965.00	486.0%
Food and Beverage	0.00	2,000.00	2,000.00	-2,000.00	0.0%
Lodging & Transportation	0.00	1,500.00	1,500.00	-1,500.00	0.0%
Other Workshops/Seminar Expense	333.00	3,500.00	3,500.00	-3,167.00	9.51%
Speaker	0.00	10,000.00	10,000.00	-10,000.00	0.0%
Syllabus Copies	0.00	2,500.00	2,500.00	-2,500.00	0.0%
Total Workshops/Seminar Expense	1,548.00	19,750.00	19,750.00	-18,202.00	7.84%
Total PROGRAMS	10,148.00	43,250.00	43,250.00	-33,102.00	23.46%
Total Expense	184,011.61	189,268.34	204,910.00	-5,256.73	97.22%
Net Ordinary Income	6,865.13	29,881.66	14,240.00	-23,016.53	22.97%
Other Income/Expense					

Home Care Association of Washington
Actual vs Budget Performance - 2021
For the Year to Date Ended May 31, 2021

	Jul '20 - May 21	Budget	Annual Budget	$ Over Budget	% of Budget
Other Income					
Interest & Dividends	574.02	750.00	750.00	-175.98	76.54%
Gain/Loss on Investments	7,102.71	0.00	0.00	7,102.71	100.0%
Total Other Income	7,676.73	750.00	750.00	6,926.73	1,023.56%
Net Other Income	7,676.73	750.00	750.00	6,926.73	1,023.56%
Net Income	**14,541.86**	**30,631.66**	**14,990.00**	**-16,089.80**	**47.47%**

Home Care Association of Washington
Statement of Activities
For the Month ended May 31, 2021 and 2020

	May 21	May 20	Jul '20 - May 21	Jul '19 - May 20
Ordinary Income/Expense				
Income				
MEMBERSHIP				
Affiliate Dues	0.00	75.83	3,252.11	1,842.26
Provider Dues	0.00	7,784.60	196,984.64	115,745.91
Total MEMBERSHIP	0.00	7,860.43	200,236.75	117,588.17
OPERATING				
Job Target/Career Board	0.00	0.00	1,376.66	119.25
Total OPERATING	0.00	0.00	1,376.66	119.25
PROGRAMMING				
Annual Meeting/Conv - Spring				
Sponsorships/Endorsements/Rebat	1,500.00	0.00	2,700.00	0.00
Annual Meeting/Conv - Spring - Other	4,135.00	0.00	3,323.33	10,400.00
Total Annual Meeting/Conv - Spring	5,635.00	0.00	6,023.33	10,400.00
Workshops/Seminars	495.00	0.00	-1,640.00	9,733.10
Total PROGRAMMING	6,130.00	0.00	4,383.33	20,133.10
Total Income	6,130.00	7,860.43	205,996.74	137,840.52
Gross Profit	6,130.00	7,860.43	205,996.74	137,840.52
Expense				
ADMINISTRATIVE				
Bank / Merchant Fees	369.62	0.00	1,094.30	934.71
Business License	0.00	0.00	0.00	10.00
Insurance	0.00	113.75	2,299.58	1,126.70
Management	6,900.00	3,750.00	69,600.00	93,416.65
Miscellaneous	1,365.00	0.00	1,436.30	0.00
Office Supplies	43.34	0.00	136.35	0.00
Postage	6.05	0.00	299.75	0.00
Printing/Copies	19.03	0.00	164.70	0.00
Publications/Subscriptions	0.00	0.00	1,500.00	0.00
Telephone	51.94	0.00	141.37	0.00
Total ADMINISTRATIVE	8,754.98	3,863.75	76,672.35	95,488.06
ADVOCACY				
Lobbyist Expenses	0.00	0.00	629.50	1,356.01
Lobbyist/Legislative Consultant	0.00	3,700.00	40,700.00	40,700.00
Policy & Advocacy	0.00	125.00	375.00	3,875.00
Total ADVOCACY	0.00	3,825.00	41,704.50	45,931.01
COMMUNICATIONS				
Website- Reg & Maint	0.00	0.00	499.00	0.00
Total COMMUNICATIONS	0.00	0.00	499.00	0.00
LEADERSHIP				
Board Meetings	0.00	0.00	0.00	300.00
Strategic Planning	0.00	0.00	0.00	4,258.56
Total LEADERSHIP	0.00	0.00	0.00	4,558.56
MEMBERSHIP SERVICE/RETENTION				
Clinical Director	5,000.00	1,275.00	22,688.75	13,950.00
NAHC Dues/Other Memberships	0.00	0.00	750.00	0.00
Total MEMBERSHIP SERVICE/RETENTION	5,000.00	1,275.00	23,438.75	13,950.00
PROGRAMS				
Annual Mtg/Convention Spring				
A/V - Technology	0.00	0.00	8,350.00	0.00
Speaker	250.00	0.00	250.00	0.00
Annual Mtg/Convention Spring - Other	372.20	0.00	372.20	0.00
Total Annual Mtg/Convention Spring	622.20	0.00	8,972.20	0.00
Workshops/Seminar Expense				
A/V-Technology	135.00	360.00	1,215.00	3,600.00
Other Workshops/Seminar Expense	288.00	0.00	333.00	3,275.00
Workshops/Seminar Expense - Other	0.00	0.00	0.00	275.00
Total Workshops/Seminar Expense	423.00	360.00	1,548.00	7,150.00
Total PROGRAMS	1,045.20	360.00	10,520.20	7,150.00
Total Expense	14,800.18	9,323.75	152,834.80	167,077.63
Net Ordinary Income	-8,670.18	-1,463.32	53,161.94	-29,237.11
Other Income/Expense				
Other Income				
Interest & Dividends	0.56	264.70	574.02	3,703.24
Gain/Loss on Investments	0.00	2,392.02	7,102.71	-18,283.30
Total Other Income	0.56	2,656.72	7,676.73	-14,580.06

Home Care Association of Washington
Statement of Activities
For the Month ended May 31, 2021 and 2020

	May 21	May 20	Jul '20 - May 21	Jul '19 - May 20
Net Other Income	0.56	2,656.72	7,676.73	-14,580.06
Net Income	**-8,669.62**	**1,193.40**	**60,838.67**	**-43,817.17**

Home Care Association of Washington
Statement of Activities
For the Month ended May 31, 2021 and 2020

	May 21	May 20	Jul '20 - May 21	Jul '19 - May 20
Ordinary Income/Expense				
Income				
MEMBERSHIP				
Affiliate Dues	0.00	75.83	3,252.11	1,842.26
Provider Dues	0.00	7,784.60	181,504.64	115,745.91
Total MEMBERSHIP	0.00	7,860.43	184,756.75	117,588.17
OPERATING				
Job Target/Career Board	0.00	0.00	1,376.66	119.25
Total OPERATING	0.00	0.00	1,376.66	119.25
PROGRAMMING				
Annual Meeting/Conv - Spring				
Sponsorships/Endorsements/Rebat	1,500.00	0.00	2,700.00	0.00
Annual Meeting/Conv - Spring - Other	4,155.00	0.00	3,683.33	10,400.00
Total Annual Meeting/Conv - Spring	5,655.00	0.00	6,383.33	10,400.00
Workshops/Seminars	495.00	0.00	-1,640.00	9,733.10
Total PROGRAMMING	6,150.00	0.00	4,743.33	20,133.10
Total Income	6,150.00	7,860.43	190,876.74	137,840.52
Gross Profit	6,150.00	7,860.43	190,876.74	137,840.52
Expense				
ADMINISTRATIVE				
Bank / Merchant Fees	369.62	0.00	1,094.30	934.71
Business License	0.00	0.00	0.01	9.99
Insurance	0.00	113.75	2,299.58	1,126.70
Management	6,900.00	0.00	99,709.99	60,406.66
Miscellaneous	1,365.00	0.00	1,527.98	0.00
Office Supplies	37.92	0.00	130.93	0.00
Postage	6.05	0.00	299.75	0.00
Printing/Copies	19.03	0.00	164.70	0.80
Publications/Subscriptions	0.00	0.00	1,500.00	0.00
Telephone	51.94	0.00	141.37	60.00
Total ADMINISTRATIVE	8,749.56	113.75	106,868.61	62,538.86
ADVOCACY				
Lobbyist Expenses	0.00	0.00	629.50	1,356.01
Lobbyist/Legislative Consultant	0.00	3,700.00	40,700.00	40,700.00
Policy & Advocacy	0.00	125.00	500.00	3,750.00
Total ADVOCACY	0.00	3,825.00	41,829.50	45,806.01
COMMUNICATIONS				
Website- Reg & Maint	0.00	0.00	499.00	210.61
Total COMMUNICATIONS	0.00	0.00	499.00	210.61
LEADERSHIP				
Board Meetings	0.00	0.00	0.00	300.00
Staff Travel	0.00	0.00	0.00	9.04
Strategic Planning	0.00	0.00	0.00	4,258.56
Total LEADERSHIP	0.00	0.00	0.00	4,567.60
MEMBERSHIP SERVICE/RETENTION				
Clinical Director	5,000.00	2,418.75	23,916.50	14,475.00
NAHC Dues/Other Memberships	0.00	0.00	750.00	0.00
Total MEMBERSHIP SERVICE/RETENTION	5,000.00	2,418.75	24,666.50	14,475.00
PROGRAMS				
Annual Mtg/Convention Spring				
A/V - Technology	0.00	0.00	8,350.00	0.00
Lodging	0.00	0.00	0.00	951.58
Speaker	250.00	0.00	250.00	0.00
Annual Mtg/Convention Spring - Other	0.00	0.00	0.00	1,125.00
Total Annual Mtg/Convention Spring	250.00	0.00	8,600.00	2,076.58
Workshops/Seminar Expense				
A/V-Technology	135.00	360.00	1,215.00	3,600.00
Food and Beverage	0.00	0.00	0.00	162.15
Lodging & Transportation	0.00	0.00	0.00	965.31
Other Workshops/Seminar Expense	288.00	0.00	333.00	3,275.00
Speaker	0.00	0.00	0.00	5,000.00
Workshops/Seminar Expense - Other	0.00	0.00	0.00	275.00
Total Workshops/Seminar Expense	423.00	360.00	1,548.00	13,277.46
Total PROGRAMS	673.00	360.00	10,148.00	15,354.04
Total Expense	14,422.56	6,717.50	184,011.61	142,952.12
Net Ordinary Income	-8,272.56	1,142.93	6,865.13	-5,111.60

Home Care Association of Washington
Statement of Activities
For the Month ended May 31, 2021 and 2020

	May 21	May 20	Jul '20 - May 21	Jul '19 - May 20
Other Income/Expense				
Other Income				
Interest & Dividends	0.56	264.70	574.02	3,703.24
Gain/Loss on Investments	0.00	2,392.02	7,102.71	-18,283.30
Total Other Income	0.56	2,656.72	7,676.73	-14,580.06
Net Other Income	0.56	2,656.72	7,676.73	-14,580.06
Net Income	**-8,272.00**	**3,799.65**	**14,541.86**	**-19,691.66**

Home Care Association of Washington
Statement of Financial Position
As of May 31, 2021

	May 31, 21	May 31, 20
ASSETS		
Current Assets		
Checking/Savings		
Baird Cash and Equivalents	33,970.00	33,360.25
Bairds Investment Assets	92,493.21	84,446.03
Columbia Checking 0944	126,673.95	81,033.01
Columbia Money Mkt #0936	65,691.10	65,672.71
PAC - Columbia	579.81	0.00
Paypal	0.00	1,000.00
Total Checking/Savings	319,408.07	265,512.00
Accounts Receivable		
Accounts Receivable	7,064.50	15,825.00
Total Accounts Receivable	7,064.50	15,825.00
Other Current Assets		
Prepaid Annual Meeting Expenses	750.00	0.00
Prepaid Expenses	0.00	875.00
Prepaid Insurance	0.00	563.33
Prepaid Workshop Expenses	15,400.00	7,520.00
Undeposited Funds	8,535.50	0.00
Total Other Current Assets	24,685.50	8,958.33
Total Current Assets	351,158.07	290,295.33
TOTAL ASSETS	**351,158.07**	**290,295.33**
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	7,277.62	36,285.00
Total Accounts Payable	7,277.62	36,285.00
Other Current Liabilities		
Deferred Annual Meeting/Conf	0.00	550.00
Deferred Dues		
Affiliate Dues	0.00	530.85
Provider Dues	51,302.00	54,492.15
Total Deferred Dues	51,302.00	55,023.00
Deferred Workshop Income	0.00	2,925.00
Payable to HCAW PAC	0.00	1,785.00
Total Other Current Liabilities	51,302.00	60,283.00
Total Current Liabilities	58,579.62	96,568.00
Total Liabilities	58,579.62	96,568.00
Equity		
Retained Earnings	-6,384.53	0.00
Unrestricted Net Assets	238,124.31	237,544.50
Net Income	60,838.67	-43,817.17
Total Equity	292,578.45	193,727.33
TOTAL LIABILITIES & EQUITY	**351,158.07**	**290,295.33**

Good Afternoon Rachel, and HCAW Board.

Now that the 2021 Legislative Session has come to a close, I am writing to request that the Home Care Association of Washington (HCAW) Board introduce legislation in 2022 to make the COVID Home Health - Private Duty Nursing (PDN) add on rates permanent.

Temporary COVID Add-on Rates Continue to Be Extended and Should be Made Permanent

Home Health providers have used Washington's COVID supplemental add on rates to cover additional overhead created by the pandemic but also some have used the dollars to provide bonus payments to front line workers in hopes to be able to retain health care workers who have seen increased opportunities for higher wages than Medicaid providers can offer in the new health care worker opportunities born out of the pandemic (e.g. testing, contact tracing and vaccine clinics). For example, one home health provider specializing in PDN paid nearly $200k to nurses working in the homes of Medicaid recipients. Providers need to raise nurse wages in order to ensure workforce stabilization, however, they haven't been able to with the temporary dollars as they would be unable to sustain those wages once the temporary dollars sunset. Therefore, it is essential that the Legislature consider making these rates permanent so home and community based providers can continue to recruit and retain nurses.

Other States Raising PDN Rates

New Jersey (NJ) introduced legislation, S2191, to make the COVID temporary private duty nursing rates permanent. Prior to COVID NJ rates were close to Washington's. According to the author's statement, existing State regulation, at N.J.A.C.10:60-11.2, establishes Medicaid reimbursement rate for PDN services at $40 per hour when a registered professional nurse provides the services and $28 when a licensed practical nurse provides the services. The reimbursement rates, however, are insufficient to cover the costs of service provision, and may effectively dissuade nurses from providing PDN services in the State. The bill specifies that whether the services are provided in the Medicaid fee-for-service delivery system or through managed care, and increases the rates to no less than $60 per hour when a registered professional nurse provides the services and no less than $48 per hour when a licensed practical nurse provides the services.

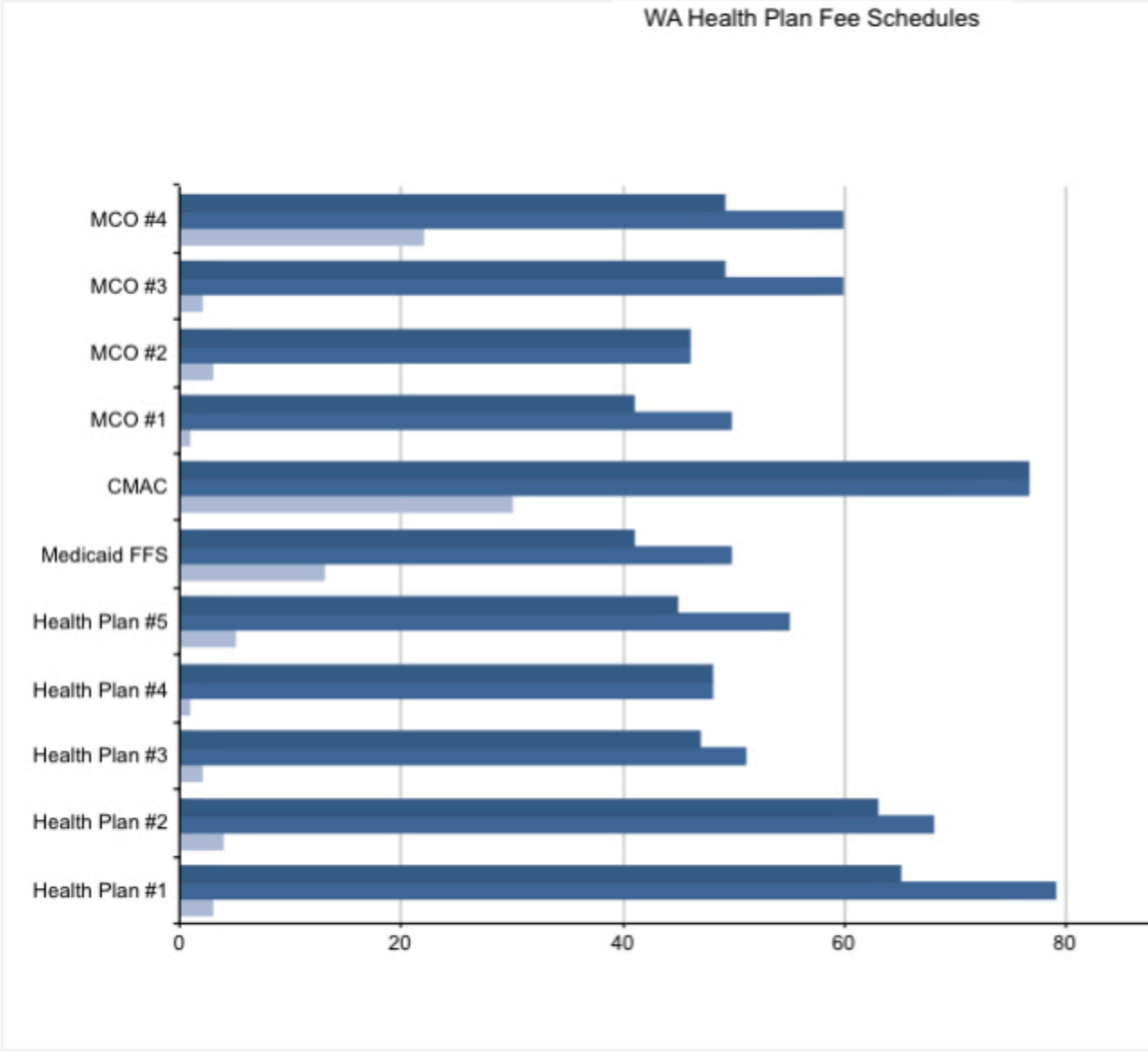
North Carolina introduced a bill, H339, to increase the PDN rate from $39.60 to $45 per hour for PDN to ensure workforce stabilization. This is a blended rate, as the state currently pays $41.58 due to the temp 5% FMAP bump last year for COVID.

Colorado's Joint Budget Committee (JBC) is proposing targeted rate increases for skilled home health and PDN on top of the +2.5% across the board Medicaid provider rate increase that is being provided in the budget bill. The introduced FY2021-22 Long Bill for Colorado will contain the following targeted rate increases to ensure home health and PDN can continue to recruit and retain nurses in the current marketplace:

- Home Health: +7.3% (brings Medicaid from 73% to 80% of LUPA rates)
- PDN - LPN: +10.5%
- PDN - RN: +5.6%

Data on Competing Nurse Wages

MCO's are already having to negotiate home health nursing rates between $5-$10 per hour above the Medicaid fee schedule in order to ensure patients can receive home based health care. Some Washington health plans are currently paying nurses up to $30 above the current Medicaid fee schedule for nurses. Below is data on the nurse wages by payer type.


WA Health Plan Fee Schedules
MCO #4
MCO #3
MCO #2
MCO #1
CMAC
Medicaid FFS
Health Plan #5
Health Plan #4
Health Plan #3
Health Plan #2
Health Plan #1
0
20
40
60
80

Generic Name	LPN Rate	RN Rate	Total Census
Health Plan #1	65	79	3
Health Plan #2	63	68	4
Health Plan #3	47	51	2
Health Plan #4	48	48	1
Health Plan #5	45	55	5
Medicaid FFS	40.96	49.84	13
CMAC	76.56	76.56	30
MCO #1	40.96	49.84	1
MCO #2	46	46	3
MCO #3	49.152	59.808	2
MCO #4	49.15	59.81	22

Home health and PDN allows patients to receive care outside of an acute setting such as a hospital or nursing home and instead remain at home where they can be around family in a setting where they can thrive. These services are an effective cost containment strategy for state Medicaid programs therefore it is essential that the Medicaid rates be raised in order to ensure providers can adequately recruit and retain nurses to provide care in the home.

Happy to answer any questions and provide additional information you feel may be helpful to the HCAW Board in introducing this legislation. Looking forward to working together on this next session if approved by the HCAW Board.

Warm Regards,

maxim healthcare services

Erica Eisenlauer Drury
Director of Government Affairs
(916) 628-5163
www.maximhealthcare.com

June 7, 2021

HCAW June 2021 Public Policy Report

Prepared by Leslie Emerick, HCAW Public Policy Director

Legislative Overview

As always, I am monitoring what the state Legislature is up to during the interim. Action resumes on June 14th as the Senate Behavioral Health Subcommittee to Health & Long Term Care will conduct a work session on assisted outpatient treatment, among other behavioral health issues. The following day, the House and Senate Labor Committees will conduct a joint hearing on return to work efforts and changes in workforce and unemployment insurance claimants' demographics. I think this may be of interest to in-home care agencies and I will be listening in!

On June 17th, the Senate Law and Justice Committee will look at firearm laws enacted since I-594 and provide an update on the Centralized Firearms Background Check Program. On June 23rd, the Joint Committee on Employment Relations will provide an update on state employee bargaining consequences from the 2021 legislative session, including long-term costs. This may also be of interest to in-home care agencies who provide care to Medicaid clients.

The legislature did not finish the Transportation budget and will need to come back for a Special Session sometime over the interim. Once the Governor declares a Special Session, the legislature can pretty much consider any topic they want, so it will be interesting to see if they stick to Transportation issues only!

Most of the legislation that passed this session will go into effect on July 25th, 2021, 90-days after the last day of the legislative session. Some bills had Emergency Clauses which went into effect upon the Governor's signature. State agencies will begin their rulemaking processes over the interim to implement the bills that have passed during the state legislative session and address rules requests from stakeholder organizations.

Social Worker for Home Health Budget Proviso in Final Budget!!

This year we were successful in gaining funding in the 2021-2023 State Operating Budget (ESSB 5092, page 188)!! The budget proviso below will provide ongoing funding that starts with the new budget cycle on **July 1, 2021**. Here is the language from the budget proviso:

(65) $232,000 of the general fund—state appropriation for fiscal year 2022, $300,000 of the general fund—state appropriation for fiscal year 2023, and $599,000 of the general fund—federal appropriation are provided solely for reimbursement for a social worker as part of the medical assistance home health benefit.

Health Care Authority (HCA)

Private Duty Nursing issue and Seattle Children's Hospital (SCH): SCH has initiated a workgroup to discuss how to address children being backed up at the hospital for up to 3 years due to the shortage of private duty nurses and low reimbursement rates in the state. It is cheaper for the Managed Care Organizations (MCO) to keep children in hospitals at the roughly $200 a day administrative day rate than a private duty nurse in the home. This has been a consistent disincentive for insurers to get kids out of hospitals. They are discussing a number of options very widely at this time and will be brining providers to the discussions eventually as they determine the parameters of what they would like to do. These discussions are very preliminary at this point.

COVID Relief Funds at HCA: CMS issued guidance last week to states about the additional 10% FMAP funds for HCBS. HCAW is meeting with MaryAnne Lindeblad on Tuesday, June 8th to discuss home health agencies & accessing federal funding during pandemic. It seems that most Medicaid services for LTC were increased by around 10% using the federal FMAP funding. Home health was left out of the loop on this emergency funding. Private duty nursing did get an increase….so that was good!

HCA Rulemaking for **DME & Home Health—ARNP PAs Ordering Home Health**

I attended the virtual public hearing on behalf of HCAW in support of this rulemaking to help expand access to home health, especially in rural areas. Donna had submitted written comments earlier in the process for these rules in support for HCAW. To read the filing notice and view the proposed rules, see WSR 21-06-100. Date of intended adoption: **Not sooner than August 7, 2021.**

Proposed Rule Making – Public Hearings (CR102)

182-543-0500 DME - General
182-551-2040 Face-to-face encounter requirements

Department of Health (DOH)

Important!! Infection prevention information specific to in-home care: DOH invites Home Care Agency Administrators to join us **June 23rd from 2-3:30pm** for a webinar on infection prevention and COVID-19 guidelines for Home Care Agencies. We plan to share infection prevention information specific to home care, and will have time for extensive Q&A. Please register for COVID-19 and Infection Prevention for Home Care Agency Administrators on June 23, 2021 2:00 PM PDT at: https://attendee.gotowebinar.com/register/1354765866636190220

CR 101-for opening up the WAC's for In Home Care services: Discuss topics that our membership would like to address and send out to John Hilger. How would the policy committee or board like to solicit feedback from the membership on this rulemaking? **Why are the rules being opened? Telemedicine Supervisory Visits for Home Health & Hospice**! HCAW submitted a rulemaking request to DOH to allow for telemedicine supervisory visits for home health and

hospice and was approved. Telemedicine has kept consumers and providers safe while allowing patients to continue their care plan with their home health and hospice providers during the COVID-19 pandemic, but its benefits extend far beyond the current outbreak. We are waiting for an announcement from DOH for the rulemaking to begin.

Update on PPE in In-Home Services: DOH and L & I jointly developed guidance on personal protective equipment (PPE) in long term care and in-home services settings. The In-Home Care version lives here and is linked to from the Healthcare Provider page under Personal Protective Equipment.

Clarifying Message from John Hilger/DOH: While I'm waiting to hear back from our COVID-19 resource team, I reviewed the March 30th LNI/DOH respirator guidance you had referenced and the attached older LNI mask document. First, my read of these documents concludes that N95 masks are likely needed for some home care staff but not all. Those staff needing N95 masks must be fit tested to ensure they work as designed. Second, all home care staff need to use "source control" which translates into a basic disposable surgical style face mask.

The older LNI guidance document describes low, medium, and high-risk work scenarios and which types of face masks that should be used. LNI does not specifically call out home care or home health but lists businesses that are reasonable similar in terms of close contact with customers. It's not appropriate to classify home care as low, medium, or high risk because the actual risk depends on the specific client being served. A relatively healthy elderly person, living alone and needing household cleaning and minimal personal care would likely be a medium risk scenario and a basic surgical style mask ("source control") should be worn by staff. An elderly person struggling with various health issues, living with a spouse, and requiring moderate personal care would likely be a high-risk scenario and an N95 (fit tested) or similar mask should be worn.

Home care agencies need to have a range of PPE/mask options on hand and require their caregiving staff to utilize either basic or more stringent options depending on the risk of the client, client services being provided, and home environment. The employer will make these risk assessments and determine the minimum level of PPE/masks that staff should use.

Home Health Certificate of Need Issues: I have followed up with DOH regarding the Home Health CON Rulemaking. It is still on hold due to the pandemic, but they are working on a timeline for starting back up again with rulemaking. We are in discussions to hire a data entity to review current home health data, so we go into the rulemaking with some idea of what is happening in the current Home Health Certificate of Need environment.

DOH Rules Update: PAs ordering Home Health Services Expedited Rule Making CR-105: WAC 246-335-510 Definitions. In-Home Services, Home Health. DOH is proposing a permanent rule amendment to WAC 246-335-510(3), adding physician assistants to the list of practitioners

authorized to order home health services and to sign plans of care, consistent with federal changes due to the coronavirus disease (COVID-19) pandemic filed as WSR# 20-23-089 . This rulemaking is still in process, and the emergency rules are still in place allowing for PAs to order home health during the pandemic.

DOH and Washington State Medical Association (WSMA) revised POLST form April 2021: A significant difference is the title change "Physician Orders for Life Sustaining Treatment" to "Portable Orders for Life Sustaining Treatment." Previous versions of the form will continue to be honored, but we encourage those filling out new POLST orders to use the most current version. For questions, please contact: NursingPractice@doh.wa.gov or 360 236-4703.

Death with Dignity (Aid-in-Dying): Role of the Nurse (PDF)
Determining, Pronouncing, and Certifying Death (PDF)
Physician's Order for Life Sustaining Treatment (POLST) (PDF)
Frequently Asked Questions About Practice :: Washington State Department of Health (POLST)

Palliative Care Roadmap Still Available!! It's posted on DOH Rural Health webpage, as well as the WA Rural Palliative Care Initiative portal To order: https://prtonline.myprintdesk.net/DSF/

COVID-19 Information

Washington businesses prepare for a full reopening at the end of June: Businesses across Washington state are set to fully reopen on June 30 after Gov. Jay Inslee set that date as part of his "Healthy Washington – Roadmap To Recovery" plan. The reopening date could come sooner if Washington is able to get 70% or more of its residents vaccinated against COVID-19. The most recent data from the Washington State Department of Health shows that only 62.6% of the state's residents have initiated the vaccine process. Continue reading at KING 5.

Public Health Emergency Extended by HHS: The Health Care Authority (HCA) learned from the Department of Health and Human Services (HHS) that the current COVID-19 public health emergency (PHE) has been extended through July 19, 2021. According to HHS' letter to the Governors, the PHE may be extended through the rest of 2021 in 90-day increments. HCA will have 60 days-notice before the emergency ends and will communicate to clients, partners, and stakeholders before any eligibility changes take place.

COVID-19 vaccine resources – vaccine locator and homebound services: The Health Care Authority (HCA) sent out the information below containing vaccine resources that may be useful to you and your clients. Please share as appropriate with clients and providers.

Vaccine locator: Do you have clients with questions about COVID-19 vaccine access? Appointments are available now for COVID-19 vaccinations across Washington state. Find a location near you and schedule an appointment today!

Homebound vaccination services: If you have a client unable to leave home to get the COVID-19 vaccine, homebound vaccination services are available through the Washington State Department of Health (DOH). This service is available to those with a health condition or physical or intellectual disability preventing them from getting vaccinated in the community or require special needs accessible transportation. If you have questions about this service, please email DOH. To setup a homebound vaccination appointment, you or your client can:

- Complete this survey to submit a homebound vaccination registration form
- Call the State COVID-19 Assistance Hotline at 1-800-525-0127 or 1-888-856-5816
- Call their local health jurisdiction

Ongoing Public Policy Meetings

WA State Senior Citizens Lobby**:** This is a monthly meeting I have been attending for over 10 years. Speakers usually include the Assistant Director for Aging and LTC Services at DSHS and other who speak to issues related to servicing senior citizens in our state.

WA State Hospital Association (WSHA) Readmissions Workgroup: I will be participating in the newly formed Readmissions Workgroup for WSHA. I will see if there are ways to incorporate palliative care into their discussions!

Long-Term Care Workforce Steering Committee: We are starting to wrap up an ongoing workgroup to deliver a final report to the legislature with recommendations on how to reduce barriers to entering Long-Term Care Workforce. A final report is nearly completed and will be officially available by June 30, 2021.

Palliative Care-Rural Health Integration Advisory Team (PC-RHIAT): I attended the Rural Health Palliative Care session on "Determining Capacity" to make end-of life decisions on April 27, 2021with a great panel discussion. For more information on their efforts go to: https://waportal.org/partners/home/washington-rural-palliative-care-initiative

Nursing Care Quality Assurance Commission (NCQAC): I attend several different types of meetings with the nursing commission and am tracking issues related to in-home services.