HCAW Board Packet

April 26th, 2022

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HCAW April 2022 Board Meeting Agenda

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

Date: 4//26		**Time:** 4:30 p.m.-5:30 p.m.	**Location:** GoToMeeting	
TIME	**TOPIC**	**DISCUSSION**	**ACTION PLAN**	**RESPONSIBLE**
4:30 p.m.	Call to Order	Welcome/Updates • Consent Agenda: March 2022 Minutes	Acceptance	Rachel / All
4:35 p.m.	Financial Reports	• March Financials: Update and Acceptance	Acceptance Review and Questions	Brent / All

4:40 p.m.	Chapter Business	• Annual Business Meeting
		  ○ What are our notable accomplishments?
		• Baird Investments:
		  ○ Next Steps: Advisory Account vs. Fee Per Transaction
			Acceptance
			Review and Questions
				Rachel

4:50 p.m.	Committee Reports	• Education & Annual Meeting Committee
		  ○ Annual Conference Update
		  ○ OASIS Blueprint Workshop Update
		  ▪ June dates moved to December 5-6, 7, 2022
		• Nominations & Elections Committee
		• Membership Report
		  ○ Entry Rate for New Agencies
			Discussion	Rachel
				
				Sheena
				Jason / Kelly

5:10 p.m.	Legislative Updates	• Public Policy Report	Review and Questions	Leslie
5:20 p.m.	Strategic Plan	Review open items from strategic planning	Review and Discussion	All
5:30 p.m.	Adjourn/Action Items	*<u>Our Mission</u>: 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.*		

Board Meeting Teleconference Minutes
Thursday, March 17, 2022

10:00 am-11:00 am

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

ATTENDANCE

Board: Officers: President; Rachel Manchester, President-Elect/Treasurer; **Brent Korte**, Secretary; Sheena Paylor Directors: Jason Darling, Lisa Shaw, Deb Strom, Imee Nebres, Amber Hahn-Keenan, Gina Anderson, Kelly Panijag, Shelly McDiarmid

Staff: Leslie Emerick, Public Policy Director; Donna Goodwin, Clinical Director, Carissa Linnane, Executive Director

Not in Attendance: Directors: Melinda Moore, Geoff Meinken, Deb Strom

Meeting called to order at 10:02 am

CALL TO ORDER

Consent Agenda: February 2022 Minutes accepted

FINANCE REPORTS

Financial Reports:
Brent K. thanked Sheena P. and LHC for their investment in HCAW memberships. He also shared that our investments are suffering due to the current economic climate, but that is to be expected.

Review of the 2022 revised budget proposal. This proposal sets aside the funds to cover the Berg Data Contract and our Tax/CPA expenses. **Motion to approve the 2022 budget as provided in the board packet- approved.**

A Helping Hand Home Care was purchased by Home Care Assistance. **Motion to remove 2022 Membership dues debt for Martha and Mary Home Services and A Helping Hand Home Care approved.**

February 2022 Financials accepted as provided.

We received 7 nominations for our awards program this year. Rachel M. explained the purpose of the Wizard award and asked the board to send her their nominations.

GOVERNANCE & NOMINATIONS COMMITTEE REPORT

Sheena P. shared that committee has assembled and we have 4 volunteers confirmed to serve. The deadline to submit Board Member Applications is April 24th. Please let us know if you would like to be considered for an officer position or need to vacate your seat on the board for any reason. Please refer to the email that was sent prior to this meeting if you need to verify your term of service.

BYLAW

Rachel M. suggested that we clarify the role of our ex-officio board member. Brent suggested language that would expand the requirements to hold this position and call out a one-year term length. The Bylaw Committee will work to finalize the language with the clear understanding of its intent.

Motion to approve the bylaws with the amended language outlined above. Well done to the committee and the board for achieving a major goal in our 2021-2022 strategic plan!

EDUCATION COMMITTEE REPORT

Annual Conference: Rachel M. shared that baskets and wine donations are requested from each board member.

Please let Carissa L. know if you want to participate in dinner following the pre-con so we can make reservations.

COVID considerations – we will follow local, state and CDC guidance around COVID safety.

We have reduced our social media presence to offset the administrative cost of webinars. Please send us any webinar topic or speaker recommendations. Leslie E. suggested that we setup a webinar discussing how our home care agencies can develop palliative care programs.

PUBLIC POLICY REPORT

Complete report in board packet. Leslie explained that we have a very successful run the last few years in achieving our legislative goals.

Adult and Children's family homes also received a 10% increase this year. A lot of money was invested in nursing, long-term care, and apprenticeships this session.

Review of bills that died and passed this session and how they affect our members.

Review of the DOH health equity Rules Workshop requirement. This training will be required every 4 years and may be good HCAW webinar offerings.

We had a very interesting meeting with Marc Berg yesterday where we dug into the data which was very revealing. Carissa L. will share the recording to the board in our meeting follow up.

ACTION ITEMS

Carissa:

- Reach out to Bill McGeorge with Baird and determine the cost to transition to an investment
- Share the CON meeting recording with the board.

Brent, Lisa, Carissa:

- Complete the final Bylaw revisions as agreed and share with the membership.

All:

- Wine Raffle & Gift Basket donations needed for the Annual Conference PAC auction
- Volunteer to lead a dine around following Pre-Con 4/26
- Continue participation in our CON meetings
- Send the AME Committee any webinar topic & speaker recommendations
- Let Sheena and Carissa know if you are interested in an officer position

Financial Report Notes - Brent Korte, Treasurer & Carissa Linnane, Executive Director Prepared April 13, 2022

- **Operational Health Snapshot**
  - YTD our income is at a net positive of $11,583. As we realize the remainder of our due's income, the Annual Conference sponsorship and registration income we are forecasted to meet our income targets for 2021-2022. Our A/R reduced overall by 61% from Feb. to Mar. 2022.

- **Balance Sheet**
  - Current Assets:
    - Columbia Checking: Balance has rebounded due to the influx in dues income, +$42,536 from previous YTD March 2021
    - Columbia Money Market/Savings: $65,696; less than 1% growth from previous YTD
    - Total Baird Investment Assets total: $165,304 account have grown by $38,841 from the previous YTD
    - Prepaid Workshop and other prepaid expenses booked as expected; 2022 Member dues income invoiced and received
    - Total assets up 29% from Previous YTD
  - Accounts Receivables:
    - Outstanding 2022 Dues: $24,677
    - Outstanding Conference Reg. & Sponsorship: $8,283
- **P&L to Budget:**
  - INCOME:
    - PAC: YTD Donations Income $1,020
    - Dues: Monthly deferred dues entries updated and booked based on 2022 member dues received. Projected to exceed budget target once all income is booked
    - Workshops & Seminars: – Little change from Previous month
    - Annual Conference:
      - Sponsorship & Exhibitors: Achieved 250% of our budget goal (+$4,488)
      - Registration income: Less than half of our budget goal
  - EXPENSES:
    - All is ordinary through admin, advocacy, member retention, and organizational expenses
    - Workshops & Seminars: Technology: deferred expense entry RCTCLearn $1,800 YTD ($360 Monthly). A/V cost incurred for Zoom annual subscription and Webinar add on
    - Conference: Keynote speaker fee paid $5,000

Home Care Association of Washington
Balance Sheet Prev Year Comparison
As of March 31, 2022

	Feb 28, 22	Mar 31, 22	Mar 31, 21	$ Change	% Change
ASSETS					
Current Assets					
Checking/Savings					
Baird Cash and Equivalents	38,074.34	38,319.89	33,970.00	4,349.89	12.81%
Bairds Investment Assets	126,281.95	126,984.18	92,493.21	34,490.97	37.29%
Columbia Checking 0944	140,422.67	177,571.74	135,035.24	42,536.50	31.5%
Columbia Money Mkt #0936	65,696.02	65,696.58	65,690.00	6.58	0.01%
PAC - Columbia #0951	1,582.54	1,582.54	579.81	1,002.73	172.94%
Paypal	0.00	0.00	0.00	0.00	0.0%
Total Checking/Savings	372,057.52	410,154.93	327,768.26	82,386.67	25.14%
Accounts Receivable					
Accounts Receivable	58,360.15	35,765.65	20,939.50	14,826.15	70.81%
Total Accounts Receivable	58,360.15	35,765.65	20,939.50	14,826.15	70.81%
Other Current Assets					
Prepaid Annual Meeting Expenses	750.00	750.00	750.00	0.00	0.0%
Prepaid Expenses	7,250.00	7,058.75	625.00	6,433.75	1,029.4%
Prepaid Insurance	1,677.12	1,546.70	0.00	1,546.70	100.0%
Prepaid Workshop Expenses	11,080.00	15,040.00	11,080.00	3,960.00	35.74%
Undeposited Funds	1,505.00	10,072.50	8,885.50	1,187.00	13.36%
Total Other Current Assets	22,262.12	34,467.95	21,340.50	13,127.45	61.51%
Total Current Assets	452,679.79	480,388.53	370,048.26	110,340.27	29.82%
TOTAL ASSETS	452,679.79	480,388.53	370,048.26	110,340.27	29.82%
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
Accounts Payable	1,099.43	-16.18	4,064.70	-4,080.88	-100.4%
Total Accounts Payable	1,099.43	-16.18	4,064.70	-4,080.88	-100.4%
Other Current Liabilities					
Deferred Dues					
Affiliate Dues	3,243.37	2,888.41	2,268.46	619.95	27.33%
Provider Dues	156,531.09	168,976.73	119,642.47	49,334.26	41.24%
Total Deferred Dues	159,774.46	171,865.14	121,910.93	49,954.21	40.98%
Deferred Workshop Income	0.00	0.00	0.00	0.00	0.0%
Payable to HCAW PAC	0.00	0.00	-8,900.00	8,900.00	100.0%
Total Other Current Liabilities	159,774.46	171,865.14	113,010.93	58,854.21	52.08%
Total Current Liabilities	160,873.89	171,848.96	117,075.63	54,773.33	46.79%
Total Liabilities	160,873.89	171,848.96	117,075.63	54,773.33	46.79%
Equity					
Retained Earnings	59,412.07	59,412.07	-42,112.49	101,524.56	241.08%
Unrestricted Net Assets	237,544.50	237,544.50	237,544.50	0.00	0.0%
Net Income	-5,150.67	11,583.00	57,540.62	-45,957.62	-79.87%
Total Equity	291,805.90	308,539.57	252,972.63	55,566.94	21.97%
TOTAL LIABILITIES & EQUITY	452,679.79	480,388.53	370,048.26	110,340.27	29.82%

Home Care Association of Washington
Profit & Loss Budget vs. Actual
July 2021 through March 2022

	Mar 22	Jul '21 - Mar 22	Budget	% of Budget
Ordinary Income/Expense				
Income				
PAC Contributions	0.00	1,020.00	0.00	N/A
MEMBERSHIP				
Affiliate Dues	354.96	2,673.42	3,200.00	83.54%
Provider Dues	21,494.36	143,142.21	180,000.00	79.52%
Total MEMBERSHIP	21,849.32	145,815.63	183,200.00	79.59%
OPERATING				
Job Target/Career Board	0.00	0.00	1,300.00	0.0%
Total OPERATING	0.00	0.00	1,300.00	0.0%
PROGRAMMING				
Annual Meeting/Conv - Spring				
Sponsorships/Endorsements/Rebat	6,988.00	7,488.00	3,000.00	249.6%
Annual Meeting/Conv - Spring - Other	8,510.00	9,985.00	41,000.00	24.35%
Total Annual Meeting/Conv - Spring	15,498.00	17,473.00	44,000.00	39.71%
Conf Trade Show Booth	0.00	0.00	3,000.00	0.0%
OCS OASIS Partnership	0.00	0.00	1,500.00	0.0%
Workshops/Seminars	15.00	1,311.90	21,250.00	6.17%
Total PROGRAMMING	15,513.00	18,784.90	69,750.00	26.93%
Total Income	37,362.32	165,620.53	254,250.00	65.14%
Gross Profit	37,362.32	165,620.53	254,250.00	65.14%
Expense				
PAC Expenses	0.00	217.12	0.00	N/A
ADMINISTRATIVE				
Professional Fees				
Tax Return Prep	0.00	3,328.25	3,330.00	99.95%
Total Professional Fees	0.00	3,328.25	3,330.00	99.95%
Bank / Merchant Fees	743.14	1,760.54	2,900.00	60.71%
Business License	0.00	0.00	10.00	0.0%
Insurance	130.42	1,304.20	2,300.00	56.7%
Management	7,600.00	63,150.00	82,800.00	76.27%
Office Supplies	699.89	730.83	300.00	243.61%
Postage	22.90	30.90	350.00	8.83%
Printing/Copies	45.11	326.52	400.00	81.63%
Publications/Subscriptions	124.21	593.99	1,500.00	39.6%
Telephone	30.42	243.54	500.00	48.71%
Total ADMINISTRATIVE	9,396.09	71,468.77	94,390.00	75.72%
ADVOCACY				
Lobbyist Expenses	0.00	0.00	1,750.00	0.0%
Lobbyist/Legislative Consultant	4,000.00	39,700.00	44,400.00	89.41%
Policy & Advocacy	128.75	11,261.25	11,500.00	97.92%
Total ADVOCACY	4,128.75	50,961.25	57,650.00	88.4%
COMMUNICATIONS				
Website- Reg & Maint	0.00	3,130.00	2,400.00	130.42%

Home Care Association of Washington
Profit & Loss Budget vs. Actual
July 2021 through March 2022

	Mar 22	Jul '21 - Mar 22	Budget	% of Budget
Total COMMUNICATIONS	0.00	3,130.00	2,400.00	130.42%
LEADERSHIP				
Board Meetings	0.00	270.55	1,750.00	15.46%
Strategic Planning	0.00	650.00	1,500.00	43.33%
Total LEADERSHIP	0.00	920.55	3,250.00	28.33%
MEMBERSHIP SERVICE/RETENTION				
Clinical Director	2,500.00	22,500.00	30,000.00	75.0%
Clinical Director Expenses	0.00	0.00	500.00	0.0%
NAHC Dues/Other Memberships	62.50	625.00	1,500.00	41.67%
Public Relations/ Awards	0.00	62.67	250.00	25.07%
Total MEMBERSHIP SERVICE/RETENTION	2,562.50	23,187.67	32,250.00	71.9%
PROGRAMS				
Annual Mtg/Convention Spring				
A/V - Technology	131.02	187.57	8,300.00	2.26%
Food and Beverage	0.00	750.00	18,500.00	4.05%
Speaker	5,000.00	5,000.00	9,000.00	55.56%
Syllabus	0.00	0.00	2,500.00	0.0%
Total Annual Mtg/Convention Spring	5,131.02	5,937.57	38,300.00	15.5%
Workshops/Seminar Expense				
A/V-Technology	360.00	3,955.51	3,250.00	121.71%
Food and Beverage	0.00	0.00	2,000.00	0.0%
Lodging & Transportation	0.00	0.00	1,500.00	0.0%
Other Workshops/Seminar Expense	0.00	125.00	2,000.00	6.25%
Speaker	0.00	1,500.00	10,000.00	15.0%
Syllabus Copies	0.00	0.00	2,500.00	0.0%
Total Workshops/Seminar Expense	360.00	5,580.51	21,250.00	26.26%
Total PROGRAMS	5,491.02	11,518.08	59,550.00	19.34%
Total Expense	21,578.36	161,403.44	249,490.00	64.69%
Net Ordinary Income	15,783.96	4,217.09	4,760.00	88.59%
Other Income/Expense				
Other Income				
Interest & Dividends	247.48	2,608.85	750.00	347.85%
Gain/Loss on Investments	702.23	4,757.06	0.00	N/A
Total Other Income	949.71	7,365.91	750.00	982.12%
Net Other Income	949.71	7,365.91	750.00	982.12%
Net Income	16,733.67	11,583.00	5,510.00	210.22%

Home Care Association of Washington
Profit & Loss Prev Year Comparison
July 2021 through March 2022

	Jul '21 - Mar 22	Jul '20 - Mar 21	$ Change	% Change
Ordinary Income/Expense				
Income				
PAC Contributions	1,020.00	579.81	440.19	75.92%
MEMBERSHIP				
Affiliate Dues	2,673.42	861.18	1,812.24	210.44%
Provider Dues	143,142.21	171,119.60	-27,977.39	-16.35%
Total MEMBERSHIP	145,815.63	171,980.78	-26,165.15	-15.21%
OPERATING				
Job Target/Career Board	0.00	1,016.66	-1,016.66	-100.0%
Total OPERATING	0.00	1,016.66	-1,016.66	-100.0%
PROGRAMMING				
Annual Meeting/Conv - Spring				
Sponsorships/Endorsements/Rebat	7,488.00	-500.00	7,988.00	1,597.6%
Annual Meeting/Conv - Spring - Other	9,985.00	-2,991.67	12,976.67	433.76%
Total Annual Meeting/Conv - Spring	17,473.00	-3,491.67	20,964.67	600.42%
Workshops/Seminars	1,311.90	-725.00	2,036.90	280.95%
Total PROGRAMMING	18,784.90	-4,216.67	23,001.57	545.49%
Total Income	165,620.53	169,360.58	-3,740.05	-2.21%
Gross Profit	165,620.53	169,360.58	-3,740.05	-2.21%
Expense				
PAC Expenses	217.12	0.00	217.12	100.0%
ADMINISTRATIVE				
Professional Fees				
Tax Return Prep	3,328.25	0.00	3,328.25	100.0%
Total Professional Fees	3,328.25	0.00	3,328.25	100.0%
Bank / Merchant Fees	1,760.54	434.93	1,325.61	304.79%
Insurance	1,304.20	2,299.58	-995.38	-43.29%
Management	63,150.00	48,900.00	14,250.00	29.14%
Miscellaneous	0.00	71.30	-71.30	-100.0%
Office Supplies	730.83	91.71	639.12	696.89%
Postage	30.90	17.05	13.85	81.23%
Printing/Copies	326.52	49.61	276.91	558.17%
Publications/Subscriptions	593.99	0.00	593.99	100.0%
Telephone	243.54	63.00	180.54	286.57%
Total ADMINISTRATIVE	71,468.77	51,927.18	19,541.59	37.63%
ADVOCACY				
Lobbyist Expenses	0.00	479.50	-479.50	-100.0%
Lobbyist/Legislative Consultant	39,700.00	37,000.00	2,700.00	7.3%
Policy & Advocacy	11,261.25	1,875.00	9,386.25	500.6%
Total ADVOCACY	50,961.25	39,354.50	11,606.75	29.49%
COMMUNICATIONS				
Website- Reg & Maint	3,130.00	499.00	2,631.00	527.26%
Total COMMUNICATIONS	3,130.00	499.00	2,631.00	527.26%
LEADERSHIP				
Board Meetings	270.55	0.00	270.55	100.0%

Home Care Association of Washington
Profit & Loss Prev Year Comparison
July 2021 through March 2022

	Jul '21 - Mar 22	Jul '20 - Mar 21	$ Change	% Change
Strategic Planning	650.00	0.00	650.00	100.0%
Total LEADERSHIP	920.55	0.00	920.55	100.0%
MEMBERSHIP SERVICE/RETENTION				
Clinical Director	22,500.00	15,188.75	7,311.25	48.14%
NAHC Dues/Other Memberships	625.00	125.00	500.00	400.0%
Public Relations/ Awards	62.67	0.00	62.67	100.0%
Total MEMBERSHIP SERVICE/RETENTION	23,187.67	15,313.75	7,873.92	51.42%
PROGRAMS				
Annual Mtg/Convention Spring				
A/V - Technology	187.57	7,500.00	-7,312.43	-97.5%
Food and Beverage	750.00	0.00	750.00	100.0%
Speaker	5,000.00	0.00	5,000.00	100.0%
Total Annual Mtg/Convention Spring	5,937.57	7,500.00	-1,562.43	-20.83%
Workshops/Seminar Expense				
A/V-Technology	3,955.51	1,080.00	2,875.51	266.25%
Other Workshops/Seminar Expense	125.00	4,320.00	-4,195.00	-97.11%
Speaker	1,500.00	0.00	1,500.00	100.0%
Workshops/Seminar Expense - Other	0.00	-500.00	500.00	100.0%
Total Workshops/Seminar Expense	5,580.51	4,900.00	680.51	13.89%
Total PROGRAMS	11,518.08	12,400.00	-881.92	-7.11%
Total Expense	161,403.44	119,494.43	41,909.01	35.07%
Net Ordinary Income	4,217.09	49,866.15	-45,649.06	-91.54%
Other Income/Expense				
Other Income				
Interest & Dividends	2,608.85	571.76	2,037.09	356.28%
Gain/Loss on Investments	4,757.06	7,102.71	-2,345.65	-33.03%
Total Other Income	7,365.91	7,674.47	-308.56	-4.02%
Net Other Income	7,365.91	7,674.47	-308.56	-4.02%
Net Income	11,583.00	57,540.62	-45,957.62	-79.87%

Home Care Association of Washington
A/R Aging Summary
As of April 24, 2022

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
A Helping Hand Homecare	0.00	0.00	0.00	4,240.00	0.00	4,240.00
Assured Home Health, Hospice & Homecare	0.00	0.00	0.00	1,200.00	0.00	1,200.00
Black Tree Healthcare	0.00	0.00	0.00	350.00	0.00	350.00
Donna Goodwin Consulting	0.00	0.00	0.00	0.00	-0.10	-0.10
Margaret Shepherd Associates	0.00	0.00	0.00	175.00	0.00	175.00
Medline	0.00	2,745.00	0.00	0.00	0.00	2,745.00
Non Member	0.00	0.00	0.00	0.00	366.00	366.00
Providence	0.00	0.00	0.00	0.00	0.00	0.00
Providence Home Health	0.00	0.00	0.00	547.75	0.00	547.75
Providence VNA Home Health- C	0.00	0.00	0.00	9,330.00	0.00	9,330.00
QuickBooks Customer	0.00	0.00	0.00	0.00	0.00	0.00
Rachel Manchester	0.00	55.00	0.00	0.00	0.00	55.00
Sandata Technologies	0.00	0.00	499.00	0.00	0.00	499.00
SimiTree	0.00	499.00	0.00	0.00	0.00	499.00
Sunrise Services	0.00	0.00	0.00	150.00	0.00	150.00
Viventium	0.00	0.00	2,395.00	150.00	0.00	2,545.00
Wenatchee Home Health NW of Wenatchee	0.00	0.00	0.00	2,090.00	0.00	2,090.00
TOTAL	0.00	3,299.00	2,894.00	18,232.75	365.90	24,791.65

Statement Period: **MARCH 1 - MARCH 31, 2022**
Account Number: **8084-3137**
Account Solution: **Brokerage**
For more information, go to www.bairdwealth.com/retailinvestor

PREMIER CLIENT STATEMENT

ACCOUNT SUMMARY

	This Period March 1, 2022	*Year-to-Date January 1, 2022*
Beginning Balance	**$164,356.29**	**$164,795.34**
Cash Deposits		
Cash Withdrawals		
Income and Distributions	319.64	1,193.87
Other Transactions		
Change in Value*	628.14	-685.14
Total Assets: March 31, 2022	**$165,304.07**	**$165,304.07**

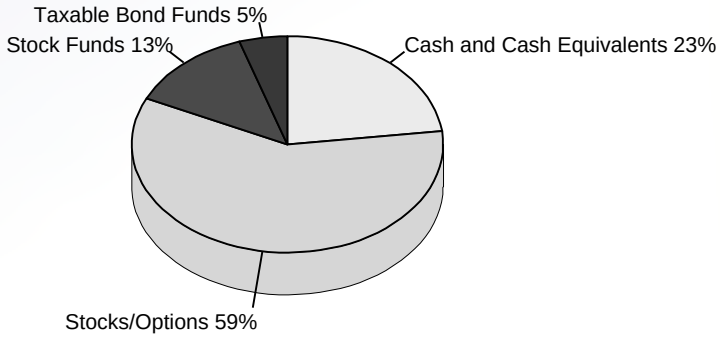
* Change in Value may include assets received in and/or delivered out.

INVESTMENT OBJECTIVE

Growth with Income

If you have any questions concerning your investment objective, or wish to make a change, please contact your Baird Financial Advisor.

ASSET ALLOCATION



HOME CARE ASSOCIATION OF WA
5727 BAKER WAY NW STE 200
GIG HARBOR WA 98332-5811

YOUR BAIRD FINANCIAL ADVISOR

Bill MacGeorge
Telephone: (206) 664-8850

Office Servicing Your Account
925 Fourth Ave Ste 3600
Seattle WA 98104

A Message from Baird

The December 31, 2021 audited statement of financial condition for Robert W. Baird & Co. Inc. is available at rwbaird.com. A printed copy is also available by calling 1-888-792-3210. Baird's net capital was approximately $517,598,000 which is approximately $512,256,000 in excess of the required minimum amount.

Portfolio Bulletin Board

Contact your Baird Financial Advisor if you are interested in investment alternatives.

Account Protection

Assets in your Baird account are protected by SIPC, subject to applicable limits. Baird provides additional coverage in excess of SIPC limits through an insurance policy with Lloyd's of London. Your balances in the bank deposit account are insured by the FDIC subject to applicable limits. For more information on FDIC insurance, please see rwbaird.com/cashsweeps.

Robert W. Baird & Co. Incorporated
777 East Wisconsin Avenue Milwaukee, WI 53202-5391

Member NYSE, Inc. and other principal exchanges. Member SIPC.

www.rwbaird.com

Go Paperless at www.rwbaird.com/paperless

ASSET SUMMARY

	Value as of March 31, 2022				Gains/(-)Losses		
				% of		Realized	
	At Baird	Not at Baird	Total	Assets *	Unrealized	This Period	Year-to-Date
Cash	54.30		54.30	0.03%			
Money Market/Bank Deposit	38,265.59		38,265.59	23.15%			
Margin							
Cash and Cash Equivalents	**$38,319.89**		**$38,319.89**	**23.18%**			
Stocks/Options	98,007.06		98,007.06	59.29%	23,536.53		
Stock Funds	21,432.12		21,432.12	12.97%	7,907.87		
Preferred Stocks							
Balanced Funds							
Tax-Exempt Bonds							
Tax-Exempt Bond Funds							
Taxable Bonds							
Taxable Bond Funds	7,545.00		7,545.00	4.56%	-3,438.95		
Unit Investment Trusts							
Annuities							
Baird Capital							
Other Investments							
Portfolio Assets	**$126,984.18**		**$126,984.18**	**76.82%**	**$28,005.45**	**$0.00**	**$0.00**
Total Assets	**$165,304.07**		**$165,304.07**	**100.00%**	**$28,005.45**	**$0.00**	**$0.00**

INCOME & DISTRIBUTION SUMMARY **

		This Period	Year-to-Date
Dividends	Tax-Exempt		
	Taxable - Qualified	138.63	485.72
	Taxable - Non-Qualified	180.59	707.14
Interest	Tax-Exempt		
	Taxable	0.42	1.01
Capital Gain Distributions			
Return of Principal			
Other			
Total Income and Distributions		**$319.64**	**$1,193.87**

TAX INFORMATION SUMMARY

		This Period	Year-to-Date
Accrued Interest Paid	Tax-Exempt		
	Taxable		
Accrued Interest Received	Tax-Exempt		
	Taxable		
Gross Proceeds			
Federal Withholding			
Foreign Taxes Paid			
Margin Interest Charged			

* Please note "% of Assets" figures are shown gross of any amounts owed to Baird and/or net short positions.

** Certain distributions made in the current year that are reported in the prior year and/or receiving securities whose fair market value is taxable as a dividend may cause a difference in totals between the Income and Distribution Summary and Activity Summary tables.

ASSET DETAILS

This section shows the cash, cash equivalents and/or securities in your account. It reflects market values as of the close of business, March 31, 2022.
Please note, unrealized gain/loss is being prepared for informational purposes only and should not be used for tax preparation without the assistance of your tax advisor.
Cumulative Investment Return on funds and unit investment trusts is provided for informational purposes only to assist you in comparing the total current value of your position with your total amount invested, excluding reinvestment activity. Cumulative Investment Return may be misstated if any cost information is inaccurate or if you have sold part of your position since your original investment.

CASH AND CASH EQUIVALENTS

Any balances reflected in this section held in a bank deposit account or in shares of money market mutual funds may be liquidated on your order and the proceeds returned to your account or remitted to you. We encourage you to visit www.rwbaird.com/cashsweeps and to speak to your Financial Advisor about alternatives for your idle cash as there may be material differences in yield and other important factors to consider (e.g. liquidity, safety) when choosing the best solution to meet your needs.

	Current Value	*Cost*	*Unrealized Gain/(-)Loss**	*Anticipated Annualized Income*	*Current Yield %*
CASH	54.30	54.30			
FDIC INSURED DEPOSIT MULTI-BANK	38,265.59	38,265.59		7.65	0.02%

Net yield from 03/01/22 - 03/31/22 was 0.02%.

Deposits are insured by the FDIC up to $1,250,000 per depositor (or $2,500,000 for joint accounts).

Program Banks	*Current Value*
CITIBANK, N.A.	38,166.99
HSBC BANK USA	98.60

Total Cash and Cash Equivalents	**$38,319.89**	**$38,319.89**		**$7.65**	**0.02%**

PORTFOLIO ASSETS

	Symbol/CUSIP Bond Rating+	*Quantity*	*Current Price*	*Average Unit Cost*	*Current Value*	*Cost*	*Unrealized Gain/(-)Loss**	*Anticipated Annualized Income*	*Current Yield %*
Stocks/Options									
ABBVIE INC	ABBV	80	162.1100	97.0486	12,968.80	7,763.89	5,204.91	451.20	3.48%
ALASKA AIR GROUP INC	ALK	100	58.0100	65.5800	5,801.00	6,558.00	-757.00	N/A	N/A
DIVERSIFIED HEALTHCARE TRUST SBI	DHC	300	3.2000	23.6135	960.00	6,334.57***	-5,374.57	12.00	1.25%
EXPEDIA GROUP INC	EXPE	55	195.6700	128.5516	10,761.85	7,070.34	3,691.51	N/A	N/A
ALERISLIFE INC	ALR	20	2.1500	3.7100	43.00	74.20	-31.20	N/A	N/A
RMR GROUP INC CL A	RMR	3	31.1000	11.8900	93.30	35.67	57.63	4.56	4.89%
RAYTHEON TECHNOLOGIES CORP	RTX	93	99.0700	82.4149	9,213.51	7,664.59	1,548.92	189.72	2.06%

ASSET DETAILS continued

	Symbol/CUSIP Bond Rating+	Quantity	Current Price	Average Unit Cost	Current Value	Cost	Unrealized Gain/(-)Loss*	Anticipated Annualized Income	Current Yield %
Stocks/Options continued									
SIX FLAGS ENTERTAINMENT CORP NEW	SIX	150	43.5000	56.0749	6,525.00	8,411.24***	-1,886.24	N/A	N/A
STARBUCKS CORP	SBUX	125	90.9700	14.2369	11,371.25	1,779.61	9,591.64	245.00	2.15%
UNITED PARCEL SERVICE INC CL B	UPS	60	214.4600	115.9950	12,867.60	6,959.70	5,907.90	364.80	2.84%
U S BANCORP DE NEW	USB	165	53.1500	43.2977	8,769.75	7,144.12	1,625.63	303.60	3.46%
VERIZON COMMUNICATIONS INC	VZ	150	50.9400	51.2033	7,641.00	7,680.50	-39.50	384.00	5.03%
WEYERHAEUSER CO	WY	290	37.9000	24.1176	10,991.00	6,994.10	3,996.90	208.80	1.90%
Total Stocks/Options					**$98,007.06**	**$74,470.53**	**$23,536.53**	**$2,163.68**	**2.21%**
Stock Funds									
WASHINGTON MUTUAL INVESTORS CL A REINVESTMENTS	AWSHX	362.703	59.0900	37.2875	21,432.12	13,524.27	7,907.87	307.60	1.44%
Total Stock Funds					**$21,432.12**	**$13,524.27**	**$7,907.87**	**$307.60**	**1.44%**
Taxable Bond Funds									
TEMPLETON GLOBAL INCOME FUND	GIM	1,500.000	5.0300	7.3226	7,545.00	10,983.95***	-3,438.95	618.00	8.19%
Total Taxable Bond Funds					**$7,545.00**	**$10,983.95**	**-$3,438.95**	**$618.00**	**8.19%**
Total Portfolio Assets					**$126,984.18**	**$98,978.75**	**$28,005.45**	**$3,089.28**	**2.43%**
Total Assets					**$165,304.07**	**$137,298.64**	**$28,005.45**	**$3,096.93**	**1.87%**

\+ Bond ratings of securities displayed on your statement were obtained from various rating services. There is no guarantee with respect to the accuracy of this information.

* Please note, "Unrealized Gain/(-)Loss" does not equal the total current value minus the total cost if any value or cost amounts are missing.

*** The original cost of this security has been adjusted to reflect principal payments, return of capital or amortization/accretion based on our records and/or provided by you.

ACTIVITY SUMMARY

Type of Activity	*Activity*	*This Period*	*Year-to-Date*
	Opening Balance - Cash and Cash Equivalents	**$38,074.34**	**$37,200.11**
Buy and Sell Transactions	Assets Sold/Redeemed		
	Assets Bought	-74.09	-74.09
Cash Deposits and Withdrawals	Deposits		
	Withdrawals		
Income and Distributions	Dividends	319.22	1,192.86
	Interest	0.42	1.01
	Capital Gain Distributions		
	Return of Principal		
	Other		
Margin Interest	Margin Interest Charged		
Cash Management Activity	Debit Card Activity		
	ACH/ATM Activity		
	Checks You Wrote		
Other	Other Transactions		
	Closing Balance - Cash and Cash Equivalents	**$38,319.89**	**$38,319.89**

ACTIVITY DETAILS

SUBACCOUNT ACTIVITY

Date	*Activity*	*Quantity*	*Price*	*Description*	*Total*	*Cash*	*Money Market*	*Margin*
	Opening Balance			**Total Opening Balance**	**$38,074.34**	**$471.80**	**$37,602.54**	**$0.00**
03/01/22	Purchase			FDIC INSURED DEPOSIT		-471.80	471.80	
03/10/22	Dividend			UNITED PARCEL SERVICE INC CL B	91.20	91.20		
03/11/22	Purchase			FDIC INSURED DEPOSIT		-91.20	91.20	
03/17/22	Dividend			WASHINGTON MUTUAL INVESTORS CL A	74.09	74.09		
03/17/22	Asset Bought-Reinv	1.2860		WASHINGTON MUTUAL INVESTORS CL A REINVEST AT 57.630	-74.09	-74.09		
03/18/22	Dividend			WEYERHAEUSER CO	52.20	52.20		

ACTIVITY DETAILS continued

Date	Activity	Quantity	Price	Description	Total
03/21/22	Purchase			FDIC INSURED DEPOSIT	
03/24/22	Dividend			RAYTHEON TECHNOLOGIES CORP	47.43
03/25/22	Purchase			FDIC INSURED DEPOSIT	
03/31/22	Interest			FDIC INSURED DEPOSIT	0.42
03/31/22	Asset Bought-Reinv			FDIC INSURED DEPOSIT	
03/31/22	Dividend			TEMPLETON GLOBAL INCOME FUND	54.30
	Closing Balance			**Total Closing Balance**	**$38,319.89**

SUBACCOUNT ACTIVITY continued

Cash	Money Market	Margin
-52.20	52.20	
47.43		
-47.43	47.43	
0.42		
-0.42	0.42	
54.30		
$54.30	**$38,265.59**	**$0.00**

Bank Sweep Program Update

Bank Sweep Program Update – Effective May 16, 2022 Western Alliance Bank will be added as a bank option in the Bank Sweep Program. FDIC coverage and interest rates within the Bank Sweep Program will not be affected by this change. For more information on the Cash Sweep Program, please see www.rwbaird/cashsweeps.

March 30, 2022

Summary of Material Changes to Important Documents that Govern Your Relationship with Baird

Updated Client Relationship Booklet

On March 30, 2022, Robert W. Baird & Co. Incorporated ("Baird", "we", "us") updated the disclosures in our *Client Relationship Booklet*, which includes our Form CRS *Client Relationship Summary, Client Relationship Details, Working with a Baird Certified Financial Planner (CFP®)* and *Important Information for Retirement Investors* disclosure documents. Following is a summary of material changes that we have made to those documents since the last update to those documents:

- We provided clarification in our Form CRS Client Relationship Summary regarding payment of compensation in the form of markups and mark downs on securities transactions, underwriting discounts and dealer concessions.
- We included as part of the Client Relationship Booklet information regarding an exemption we rely on with respect to retirement investors, which has previously been provided to you in the document titled *Important Information for Retirement Investors.*

Updated Client Relationship Agreement

On March 30, 2022, we updated the terms and conditions of our Client Relationship Agreement with you (the "Agreement"), the Advisory Program Supplement and certain other supplements to the Agreement. Following is a summary of material changes that we have made to those documents since the date of the last update to those documents:

- We have created a new SMA Program called the Baird Affiliated Managers Program that offers SMA Strategies managed by Baird and managers affiliated with Baird. In connection with the creation of that Program, we merged the Baird Equity Asset Management Portfolios Program and Riverfront Managed Portfolios Program into the Baird Affiliated Managers Program. As a result, clients pursuing an SMA Strategy through the Baird Equity Asset Management Portfolios Program or Riverfront Managed Portfolios Program are now pursuing those same strategies through the Baird Affiliated Managers Program. In addition, SMA Strategies offered by Baird Trust through the Baird SMA Network Program have been moved to the Baird Affiliated Managers Program. As a result, clients pursuing SMA Strategies offered by Baird Trust under the Baird SMA Network Program are now pursuing those same strategies through the Baird Affiliated Managers Program. A client impacted by these changes should note that these changes did not change the manager managing the client's Account or how the Account is managed. However, the terms and conditions of the Baird Affiliated Managers Program may differ from the program in which the client's account formerly participated. For example, SMA Strategies offered through the Baird Affiliated Managers Program are not subject to the same eligibility standards imposed upon SMA strategies admitted to other SMA Programs. Clients are encouraged to review the terms and conditions of the Baird Affiliated Managers Program. See Section 4(a) of the Advisory Program Supplement for more information.
- We updated information about the Affiliated Funds and Affiliated SMA Strategies made available under the UAS Portfolios Program.
- We updated information about the risks and limitations associated with tax management services, and matters that could impact the timing of investing or the rebalancing of assets in Accounts participating in certain Programs.
- We modified how we assesses the Program Fee with respect to short sales and options. Liabilities held in your Accounts, including the value of margin debit balances, open short sale positions and open options positions with a negative market value will be excluded from the calculation of your Program Fee. The value of cash balances held in your Accounts will be excluded from the calculation of your Program Fees in an amount equal to the value of any open short sale positions and options positions with a negative market value held in your margin account.
- We clarified that if your PIM Manager or UAS Manager ceases to participate in the PIM or UAS Program or be employed by Baird, we may assign your PIM or UAS Account to another PIM Manager, UAS Manager or Financial Advisor, as applicable, or, if we determine that we are unable to continue to provide advisory services to you, we may remove the applicable Account from the PIM or UAS Program and convert the Account to a brokerage account upon notice to you.

Updated Important Account Disclosures Document

On March 30, 2022, we updated our *Important Account Disclosures* document. Following is a summary of material changes that we have made to that document since the date of the last update to that document::

- We updated information about our financial services activities and our affiliates. See the Section entitled "Certain Financial Industry Activities and Affiliations" for more information.

Baird Cash Sweep Program Notice of Important Changes

We would like to inform you of some changes Baird is making to our Cash Sweep Program. These changes will take effect on or about May 1, 2022. More detailed information about Baird's Cash Sweep Program that reflects these changes is available at www.rwbaird.com/cashsweeps. Unless otherwise defined in this notice, all capitalized terms will have the meanings assigned to them in the Cash Sweep Program Disclosure located at www.rwbaird.com/cashsweeps.

Daily Sweeps

Beginning on May 1, 2022, all clients' uninvested cash will be swept on a daily basis into bank deposit accounts or, for certain eligible clients, money market mutual funds. Previously, for some clients, their uninvested cash in brokerage accounts had been swept on a weekly basis. All clients will now have the daily sweep feature.

Changes to Per Account Fee Schedule

Under Baird's Cash Sweep Program, Baird receives compensation for services provided under the Bank Sweep Feature in the form of a monthly per account fee that applies to IRA Advisory Accounts (the "Baird Per Account Fee"). Baird has updated the Baird Per Account Fee Schedule, which in most cases will reduce the fee imposed on IRA Advisory Accounts. The Baird Per Account Fee will continue to vary based on the Fed Funds Target Rate. The updated Baird Per Account Fee Schedule, which will go into effect on May 1, 2022, is shown below.

Fed Funds Target Rate (bps)	Baird Monthly Account Fee
0	$0.00
25	$1.75
50	$3.50
75	$5.00
100	$6.50
125	$7.75
150	$8.75
175	$9.50
200	$10.00
225	$10.50
250	$11.00
275	$11.50
300	$12.00
325	$12.50
350	$12.75
375	$13.00
400 and above	$13.25

The Baird Per Account Fee will be the same amount for each month regardless of the number of days in the month, except that in February the Baird Per Account Fee will be reduced by 10%. The Baird Per Account Fee will not generally appear on client statements or be deducted from the IRA Advisory Accounts because the fee will generally be paid out of the amount the participating banks pay in respect of the aggregate balances in the deposit accounts for IRA Advisory Accounts. For more information about our Cash Sweep Program, including a more complete description of the program, please contact your Baird Financial Advisor or visit our website at www.rwbaird.com/cashsweeps.

Obtaining Copies of Updated Documents

Please note that the updated documents contain changes that are not listed above. Copies of the most recent versions of the *Client Relationship Booklet,* Client Relationship Agreement, Advisory Program Supplement and other supplements to the Agreement, Important Account Disclosures and Cash Sweep Program Disclosures documents are always available by visiting our website at bairdwealth.com/retailinvestor. The Client Relationship Agreement, Advisory Program Supplement and other supplements to the Agreement and Important Account Disclosures document are also always available by visiting our website www.rwbaird.com/Docs/CRA.pdf. **Important, new information about your relationship with us is contained in those documents. We encourage you to review those documents and retain a copy for your records. Please note that the changes to the Advisory Program Supplement do not apply to you unless you currently have an investment advisory account or open an investment advisory account in the future.** If you would like a paper copy of those documents, you can request a copy, free of charge, by contacting your Baird Representative or calling us at 1-888-792-3210.

The updated terms and conditions shall become effective immediately upon delivery to you of this notice. Your continued participation in a program or service or your continued maintenance of an account at Baird following this notice constitutes your consent, acceptance and agreement to the updated terms and conditions.

Please contact your Baird Representative with any questions.

Baird

2022 Committee Report

Committee Name: Membership **Date: 4/18/22**
Date of last committee meeting: 2/4/22
Submitted by: Jason Darling

COMMITTEE UPDATES:

Total members: 53, 42 Provider and 11 Affiliate. Renewal Rate 85% overall. Provider renewal rate 90%.

Members in Good Standing (45)

Alliance Nursing
Ashley House
Assured Home Health (LHC Group)
Avail Home Health
Aveanna Healthcare
Careage Home Health
Careforce
Central Washington Hospital Home Care Services
CHI Franciscan Health at Home
Childrens Country Home
Community Home Health and Hospice CHHH Community Home Care Hospice
Elite Home Health and Hospice
Evergreen Home Health Care
Harbors Home Health and Hospice
Kaiser Permanente
Kindred at Home
Kittitas Valley Home Health and Hospice (KVH)
Light Within Home Health
Martha and Mary At Home
Maxim Healthcare Services
Memorial Home Care Services
Mountainview Home Health
MultiCare Home Health, Hospice and Palliative Care (Good Samaritan)
MultiCare Home Health
Olympic Medical Home Health
PeaceHealth Hospice and PeaceHealth Homecare (SW WA)
Providence Hospice and Home Care of Snohomish County
Providence Home Services (King County)
Providence Sound HomeCare and Hospice
Sunshine Home Health Care
Washington HomeCare and Hospice of Central Basin, LLC (Assured Home Health)
Northeast Washington Home Health, LLC (Assured Home Health)
Spokane Home Care Services, LLC (Assured Home Health)
LHCG LXIII, LLC (Assured Home Health)
Health at Home - Seattle Metro, LLC (Brookdale Home Health)
Northwest Healthcare Alliance, Inc (Assured Home Health & Hospice
Wesley Health and Homecare
AlayaCare
Ashley House
Donna Goodwin Consulting
Estelita Su HomeCare
Kenyon Home Care Consulting LLC
Professional Case Management
Sandata Technologies
SimiTree

Outstanding Dues (7)

A Helping Hand Homecare
Black Tree Healthcare
Margaret Shepherd Associates
Providence Home Health
Sunrise Services
Viventium
Providence VNA Home Health- C

BOARD ACTION REQUESTED:

N/A - pending mtg to tackle updating 2023 dues structure. Consider adding separate category for new members and/or start-up agencies without revenue structure established.

Next committee meeting information:
Date/Time: May (tbd)
Location: MS Teams

April 7, 2022

HCAW April 2022 Public Policy Report

Prepared by Leslie Emerick, HCAW Public Policy Director

Legislative Landscape

The last day of the "short-session" of the WA State Legislature was on March 10th, 2022. Legislators approved 303 bills during the 60-day session. The action then turns to the governor's office where he has 20 days to sign or veto legislation. Last week he wrapped up signing several dozen bills, including events with communities and legislators. The next month will be a relatively calm time as state agencies regroup after the session and sort through what they will need to work on over the interim….

The 2022 Legislative Campaign season has officially begun as I have started receiving calls from legislators for donations! Half of the Senate (minus a few who are moving on) and all of the House of Representatives are up for election this year. Some Representatives have also decided not to run again or are trying to capture a vacant Senate seat. This will make for some interesting state politics over the summer…I'm sure you will hear a lot about crime and climate change.

Please consider donating to the HCAW Political Action Committee (PAC) for this election cycle. Many of you created lasting relationships with legislators this year during our In-Home Services Days and your support for their campaigns can make a big difference and helps open doors for us. Go to: Home Care Association of Washington - Donate to the PAC (wildapricot.org)

Supplemental Budget Provisos in Signed Budget Bill:

Governor Inslee signed the $64 billion Supplemental Budget Bill (SB 5693 relating to fiscal matters) on March 30th. I was watching closely to make sure that the budget provisos that we supported during our In-Home Services Days made it over the finish line and did not get vetoed. I am happy to report that everything we advocated for was in the final signed budget bill! The new budget makes big investments in health care, homelessness, public schools, and transportation. 5 major things the Washington Legislature approved in 2022 | Crosscut

As a reminder, WA State has a two-year biennial budget and 2022 was the second year where they use the Supplemental Budget to amend the larger Operating budget that was passed in 2021.The budget contains additional funding for LTC workforce shortages and nursing as well as the budget proviso requests that we worked on over the session.

Palliative Care Benefit for Medicaid, PEBB, SEBB Rulemaking: HCAW and WSHPCO was successful in getting a budget proviso for the Medicaid Palliative Care Benefit Rulemaking, including PEBB & SEBB (public and school employees) at the Health Care Authority.

(94) $250,000 of the general fund—state appropriation for fiscal year 2023 is provided solely for the Health Care Authority (authority) to design a standardized payment methodology for a palliative care benefit for the state Medicaid program and the employee and retiree benefits programs. The authority may contract with a third party to design the palliative care model and complete the work required in this subsection.

We were also successful in getting the budget provisos we advocated for in our In-Home Services Days meetings with state legislators. We had 50 virtual meetings this year and were very effective!!

Private Duty Nursing and Home Health Rate Increases: Effective January 1, 2023.

- (97) $640,000 of the GF-S appropriation for FY 2023 and $655,000 of the GF-F appropriation are provided solely for a 20 percent rate increase, effective January 1, 2023, for in-home private duty nursing agencies.
- (98) $180,000 of the GF-S appropriation for FY 2023 and $187,000 of the GF-F appropriation are provided solely for a 10 percent rate increase, effective January 1, 2023, for private duty nursing in medically intensive children's group home settings.
- (99) $140,000 of the GF-S appropriation for fiscal year 2023 and $266,000 of the GF-F appropriation are provided solely for a 10 percent rate increase, effective January 1, 2023, for home health services.

Health Care Workforce over $50 million investment

Funding to add 220 nursing slots in 2023 and 270 thereafter, will include:

- Slots at existing programs at UW and community colleges
- New BSN program at Eastern WA University
- RN-to-BSN and MSN programs at Western WA University
- Grants for simulation labs
- Graduate nursing student loan repayment for nurse educators
- 10 DOH Nursing Commission FTEs to expedite nurse license processing (7 days or less)

Funding for Recommendations from the LTC Workforce Steering Committee: The association has been participating in this committee since 2019. $761,000 of the GF-S appropriation for FY 2023 is provided solely for the WA Nursing Commission to continue to implement virtual nursing assistant training and testing modalities, create an apprenticeship pathway into nursing for nursing assistants, implement rule changes to support a career path for nursing assistants, and collaborate with the workforce training and educational coordinating board on a pilot project to transform the culture and practice in long term care settings. The goal of these activities is to expand the nursing workforce for long term care settings.

Bills HCAW Supported that have been signed by the Governor: I will be tracking the implementation of these bills over the interim and keep the policy committee and board updated on their efforts!

SHB 1646 Continuing the work of the dementia action collaborative. The bill codifies the Dementia Action Collaborative to assess the current and future impact of Alzheimer's disease and other dementias on Washington residents and to update the Washington State Alzheimer's Plan. Home care has been represented on the collaborative for many years.

SB 5764- Concerning Apprenticeships and Higher Education (Randall)

HB 2007 - Establishing a nurse educator loan repayment program under the Washington health corps. (Slatter)

SB 5600- Concerning the sustainability and expansion of state registered apprenticeship programs. (Keiser)

ESHB 1821 Concerning the definition of established relationship for purposes of audio-only telemedicine. (Schmick)

Department of Health (DOH)

Patient Safety Improvement Task Force: A task force formed by DOH has recommended taking faster action on sexual misconduct cases against health care professionals, this was due to an article in the Seattle Times in November revealed delays in disciplining providers for sexual misconduct. The most disciplinary actions were taken against massage therapists and nursing assistants, followed by doctors. The number of complaints of all types against licensed providers more than doubled from 2009 to 2019, as the number of licensed health care professionals increased by 45%, to nearly 500,000. Here is a link to the March 31, 2022 article:
WA task force recommends faster action on sexual misconduct involving health care professionals | The Seattle Times

ESSB 5229 DOH Health Equity Rules Workshop 3 of 3 – The third ESSB 5229 Health Equity Rules Workshop was on Monday, April 4th, 2022**.** DOH is holding a series of rules workshops to implement Engrossed Substitute Senate Bill (ESSB) 5229. In 2021, state legislators passed ESSB 5229 directing DOH to make rules for health professionals to take health equity continuing education. At the last meeting there was a discussion about the number of hours that will be required every four years. It may depend on whatever entity you are regulated by such as a board or commission, or if you are one of the "Secretary Profession". If you have questions or comments, please contact: healthequityimplementation@doh.wa.gov.

Home Health and Hospice Telemedicine Supervisory Visits: (This rulemaking will not have an impact on hospice unless federal telehealth rules change) These are significant changes as follows:

- Creating a stand-alone definition of "Audio-only telemedicine"
    - This allows the "audio-only telemedicine" and "telemedicine" definitions to be shorter in length and clearer.
- Creating a new definition for "Established relationship"
    - This will appropriately limit the use of audio-only supervision to patients that have an established relationship with the agency provider.
- Adding language in the supervisory section linking audio-only telemedicine with patients that have an "established relationship" with a provider.
- Adding language that clarifies and addresses survey concerns that agencies cannot use telemedicine supervisory visits to fulfill other on-site requirements in WAC 246-335-525(16) and WAC 246-335-625(15)."

- In-Home Services WSR 21-20-084.PDF
- WSR 21-16-096.pdf

In-Home Care Settings Medication Assistance Emergency Rules (CR-103E): The Pharmacy Quality Assurance Commission (commission) and Department of Health (department) are filing jointly to reinstate medication assistance rules as permitted under chapter 69.41 RCW. This adopted emergency rule will extend WSR 21-23-098 filed on November 17, 2021. This rule establishes criteria for medication assistance in community-based and in-home care settings in accordance with chapter 69.41 RCW. The definition for medication assistance provided in RCW 69.41.010(15) states: "Medication assistance" means assistance rendered by a nonpractitioner to an individual residing in a community-based care setting or in-home care setting to facilitate the individual's self-administration of a legend drug or controlled substance. It includes reminding or coaching the individual, handing the medication filed as WSR# 22-07-063. This impacts WACs 246-945-710, 246-945-712, 246-945-714, 246-945-716, 246-945-718, 246-945-720, 246-945-722, 246-945-724, 246-945-726, and 246-945-728 Medication assistance.

DOH In-Home Services Orientation Class – Information and Registration Process:

WAC 246-335-320(1) requires anyone wanting to apply for an in-home services license to first complete an orientation class. The purpose of the class is to provide prospective applicants an overview of the state licensing process, explain the differences between home care, home health, and hospice service categories, and describe department expectations of licensees providing care to vulnerable people.

The orientation class is not required for current licensees adding a new service category, renewing a license, or change of ownership applications. Initial in-home services applications submitted without an orientation class certificate of completion will not be processed. Classes are webinar-

based, about 3 hours, and free of charge. Class starts promptly at 8:30 a.m. and goes until 12:30 p.m. You're encouraged to arrive early to find an open parking spot as our facility is quite busy at this time of the morning. Webinar class registration process: Register here for the orientation class.

- April 06, 2022
- May 11, 2022
- June 08, 2022

DOH COVID-19 Guidance: Updated DOH guidance documents: Mask Guidance During COVID-19 has been updated to align with changes to the Secretary of Health's mask order. This guidance includes information on health care settings and masking requirements.

Home Health Certificate of Need Rulemaking: Probably not until 2023. In the meantime, HCAW has hired Marc at Berg Data to review current data for Home Health CON in WA State and will make some recommendations to the board.

In-Home Services Rules: DOH plans to update the In-Home Services Rules. No date set yet.

Hospice CON Rulemaking: DOH anticipates holding workshops starting in 2022. WSHPCO has been meeting with CON staff on issues related to reporting data accuracy. No dates set yet.

Palliative Care Roadmap Still Available!! We received good news from Pat Justis that DOH found grant money to reprint the roadmap. It's still posted on DOH Rural Health webpage, as well as the WA Rural Palliative Care Initiative portal To order: https://prtonline.myprintdesk.net/DSF/

Palliative Care-Rural Health Integration Advisory Team (PC-RHIAT): For more information on their efforts go to: https://waportal.org/partners/home/washington-rural-palliative-care-initiative The last meeting was in February 2022 to review how the Cohort programs are going in the state.

Health Care Authority (HCA)

Palliative Care Rulemaking: We have been in contact with Josh Morse at HCA on the budget proviso language and his setting up an internal team at HCA to develop the rules. He said that the internal HCA workgroup was being set up, but not the external group that will be involved in the rulemaking and program benefit development yet. More to come!

HCA publishing audio-only telemedicine billing codes to be effective July 1, 2022: To support this, the Health Care Authority (HCA) has published a list of billing codes that are payable when services are provided by audio-only telemedicine (over the phone). This shift in billing practice comes as a result of 2021 legislation (HB1196), which requires coverage of audio-only telemedicine that can be safely and effectively provided according to generally accepted health care practices and standards.

Before the COVID-19 public health emergency (PHE), HCA offered an expansive traditional telemedicine program, complete with a suite of HIPAA-compliant audio/visual telemedicine codes. During the PHE, HCA added flexibilities to telehealth coverage to support access to care while maintaining physical distancing to limit the spread of COVID-19. This included modification to existing telehealth billing codes if they were being used for audio-only interactions.

DSHS and DOH Stakeholder Workgroups on SHB 1218: SHB 1218 addresses the quality of life, health, and safety of long-term care residents during a state of emergency.. This workgroup recently started back up again to draft guidelines in response to public health emergencies which have major impacts on long-term care facilities and homes. In the meeting we reviewed the SHB 1218 Workgroup Process & Progress to Date.

Nursing Care Quality Assurance Commission (NCQAC)

Nursing Licensure Rate Increases: The NCQAC is considering rulemaking with increased licensure fees up to 25%. This will help to hire new employees to process licenses that got very backed up during the pandemic and was taking up to 6-7 weeks to process.

LPN Apprenticeship and LTC Nursing Workforce: This group is an extension of the multiple years of work on the LTC Workforce Steering Committee. I am an official member of this workgroup and will continue to offer ideas from our association membership. The LTC Workforce Development Steering Committee submitted The LTC Workforce Development Final Report - June 2021 (PDF) to the legislature in June 2021. The report includes legislative recommendations for continued work to support the needs of long-term care. Senator Randall's Apprentice bill, SSB 5764 will be the vehicle this session to move the apprentice for LTC workers forward!

Department of Social and Health Services (DSHS)

Emergency CR-103 filed for Fingerprinting Requirement: DSHS was granted rule making authority in Substitute House Bill 1120 and is therefore proposing emergency rules to reinstate the fingerprinting requirement for providers that was temporarily suspended by the governor's proclamation due to the Public Health Emergency. To read the filing notice and rules, click here.

DSHS and DOH Stakeholder Workgroups on SHB 1218: SHB 1218 addresses the quality of life, health, and safety of long-term care residents during a state of emergency.. This workgroup recently started back up again to draft guidelines in response to public health emergencies which have major impacts on long-term care facilities and homes. In the meeting we reviewed the SHB 1218 Workgroup Process & Progress to Date.

LTC Worker Training Program Flexibility Rulemaking initiated: The department is planning to amend WACs 388-112A-0010 and 388-112A-0300 to establish rules that allow for remote skills training which provides for more flexibility in training our long-term care workforce in remote areas. To read the preproposal click here. If you are interested in participating in this rule making process, please contact Angel Sulivan at angel.sulivan@dshs.wa.gov.

L & I Division of Occupational Safety and Health (DOSH): Emergency (CR-103E) - Public Health Emergency Reporting and Notification Requirements for Infectious and Contagious Diseases and Voluntary Use of Personal Protective Equipment

L&I continues to respond to 2021 legislation establishing employer requirements during a public health emergency for infectious and contagious diseases. The employer requirements are under Substitute Senate Bill 5254 (SSB 5254), codified as RCW 49.17.485, regarding voluntary use of personal protective equipment (PPE) and Engrossed Substitute Senate Bill 5115 (ESSB 5115), also known as the Health Emergency Labor Standards Act (HELSA) and codified as RCW 49.17.062 and RCW 49.17.064.

The emergency rule maintains requirements under new sections of chapter 296-62 WAC for when there is a public health emergency for an infectious or contagious disease and as such, the requirements are applicable to COVID-19. Under the emergency rule:

- Employers with more than 50 covered employees at a workplace or worksite are required to report infectious or contagious disease outbreaks to L&I;
- Employees are not required to disclose any medical condition or diagnosis to their employer;
- Non-healthcare employers are required to notify employees, as well as their union representative (if any), in writing of potential exposures within one business day;
- Employees and contractors must be permitted to voluntarily use personal protective equipment.

In addition, this emergency rule now applies notification requirements to health care facilities as defined in RCW 9A.50.010.

- Employers of health care facilities must notify any employee with known or suspected high-risk exposure to the infectious or contagious disease within 24 hours. With employee authorization, notification must also be sent to the employee's union representative (if any) within 24 hours.

L&I filed a Preproposal Statement of Inquiry (CR-101) on May 13, 2021 (WSR 21-11-051) and initiated the permanent rulemaking process for rules related to infectious diseases, to include when there is an outbreak subject to a public health emergency under a national or state declared state of emergency. This emergency rule supersedes WSR 22-01-047 filed on December 7, 2021.Effective date: April 6, 2022 CR-103 Emergency Adoption, Adoption Language.

Ongoing Public Policy Meetings

WA State Senior Citizens Lobby: I attend the monthly meetings where they are now reviewing bills that impact seniors in the state legislature. They usually have Bill Moss, Assistant Secretary of DSHS/ALTSA give an update on what is happening at DSHS. (Bill Moss is retiring soon and Bea Rector will take his place.)

Dementia Action Collaborative: There is new legislation proposed in 2022 to continue the efforts of the DAC and update the state Dementia Plan. I have been participating in the states Dementia Collaborative for several years. I am working on a readmissions committee with this group that includes discussions around in-home services. I am trying to make sure that they continue to include a hospice and palliative care representative on the collaborative.

WA State Telemedicine Collaborative: I participate in these meetings to follow issues closely related to providing telemedicine services in the home.

Home Care Association of Washington

Clinical Director Report – April 2022 Board Meeting

Report for March 2022

Certificate of need rules for home health review still pending. No date yet. Leslie and I have had preparatory meetings with Marc Berg and hope to convene sessions with board members soon in 2022. Next meeting scheduled for May 4, 2022.

Choose Home Care Act 2021, S. 2562/H.R. 5514

The Choose Home Care Act of 2021, S. 2562/H.R. 1544 is a cost-effective and patient preferred home-based extended care benefit as a supplement to the existing home health benefit that supports patients to leave the hospital and recover at home with a mix of expanded skilled nursing, therapy, personal care, telehealth services and more. In this way, eligible patients can choose to recover at home in a safe home environment with appropriate (NAHC). You can read more at the NAHC fact sheet available here: ChooseHome_PQHHNAHC_062321[7][2].pdf This key piece of federal legislation continues into the 2022 legislative session. This legislation is still alive but not seeing much action for the time being.

Senate Debates Expansion of Medicaid HCBS

The Senate Special Committee on Aging will debate the improvement and expansion of home-based services, particularly home-and-community based services, a consistent priority for committee chairman Senator Bob Casey (D-PA). Witnesses and Senators frequently cited. Casey's Better Care Better Jobs (BCBJ) Act, strongly supported by NAHC, as it is the foundation for the HCBS provisions included in the Build Back Better (BBB) Act, the stalled health care, social service, and climate legislation that was a focus for much of 2021. Senate Debates Expansion of Medicaid HCBS – NAHC Report

Social worker payment for Medicaid home health*:*

HCAW was successful in getting Apple Health to cover social work visits. See links for billing guide and fee schedule:

https://www.hca.wa.gov/assets/billers-and-providers/Home-Health-Services-bg-20220401.pdf

home-health-20220101.xlsx (live.com)