HCAW Board Packet

January 19, 2023

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HCAW January 2022 Board Meeting Agenda

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

Date: 1/19		**Time:** 9:00 a.m.-10:00 a.m.	**Location:** GoToMeeting	
TIME	**TOPIC**	**DISCUSSION**	**ACTION PLAN**	**RESPONSIBLE**

10:00 a.m.	Call to Order	Welcome/Updates
		• Consent Agenda:
		  ○ December 2022 Minutes
		  ○ December 2022 Financials
			Acceptance	Shelly

10:05 a.m.	Legislative Updates	Public Policy Report • 2023 Legislative Session Kick-off • Hot Team Invitation • Important Bill Review	Review and Questions	Leslie
10:25 a.m.	General Business	Governance • Clinical Director	Discussion	All
10:30 a.m.	Certificate of Need	Strategy Refinement • Progress Report	Discussion	Carissa
10:35 a.m.	Committee Reports	Education & Annual Meeting Committee • Report in Packet Membership Committee • Report in Packet QAPI Committee • Report in Packet PAC – Advocacy	Review and Questions	Deb Jason Kelly Amber Gina
10:55 a.m.	Wrap-up	Action items		Shelly
11:00 a.m.	Adjourn/Action Items	*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.*		

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- Education Committee Report Prepared by Deb Strom..... 38
- QAPI Committee Report Prepared by Amber Hahn-Keenan 52
- PAC Fundraising Committee Report by Gina Anderson 53

Board Meeting Teleconference Minutes
Thursday, December 15, 2022

8:00 am-9:00am

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

ATTENDANCE

Board: President: Shelly McDiarmid, Past President - Brent Korte, Treasurer – Kelly Pajinag Secretary - Sheena Paylor Directors: Jason Darling, Lisa Shaw, Deb Strom, Amber Hahn-Keenan, Mirna Musun, Imee Nebres

Staff: Leslie Emerick, Public Policy Director, Whitney Wilkinson on behalf of Carissa Linnane, Executive Director

Not in Attendance: Directors: Melinda Moore, Gina Anderson. Geoff Meinken,

Meeting called to order at 8:04am

CONSENT AGENDA

Agenda: November 2022 Minutes accepted
Financial Reports: Motion to approve November financials accepted.

PUBLIC POLICY REPORT

Election results recap by Leslie Emerick

Key items discussed:

- State budgets discussed.
- 2023 In-Home Services Day: is being planned for February 1, 2023. We have decided to do a virtual meeting again this year and registration is set to go out.
- We are continuing to support efforts by Seattle Children's Hospital to expand care for medically fragile children.
- How are agencies caring for Pediatric hospice patients? There is little information regarding Pediatric care.
- Home health methodology, certificate of needs discussion 12/28 at noon.

GENERAL BUSINESS

Discussion to extend Board Meeting by 15-20 minutes presented by Shelly

90-minute extension moving forward but to structure meeting agenda to first hour being voting items so we can keep quorum, the later 30 minutes for more discussion heavy topics.

Motion to extend our board meeting by 30 minutes in length - **approved**

Board positions update- Brent is moving to a non-voting past president board member.

Certificate of Need

Shelly provided a quick update- no discussion.

COMMITTEE REPORTS

Education & Annual Meeting Committee - Deb S.

Please send any conference topic ideas to the AME Committee. The board would like us to incorporate the topic of safety into this meeting. Discussion around brining in an expert(s) to lead a session and provide training around knowing the signs, prevention, how to stay safe.

Discussion followed around investing money into workplace violence in light of the Spokane tragedy.

QAPI Committee – Deb S.

The November's QAPI meeting had some technical issues. We may want to discuss including AMI's involvement in support of these calls when our contract is renewed.

Currently, we are seeking input from the membership on ideas for future meetings.

Membership Committee – Kelly P.

Review of written report in packet.

Meeting Adjourned at 8:47am

ACTION ITEMS

- Extend board meeting calendar hold by 30 minutes
- Cheers to 2023!

Financial Report Notes – Kelly Pajinag, Treasurer & Carissa Linnane, Executive Director Prepared January 13, 2023

- **Operational Health Snapshot**
  - As of November, our net income is $26,430; A $37,689 increase from the previous YTD. All final entries for 2022 member dues are reflected in the December reports. In November we did see a gain of $1,554 in our investments. Our total current assets are $292,176 down 3.3% from the previous YTD.

- **Balance Sheet**
  - Current Assets:
    - Columbia Checking: Balance $67,482, up $6,971 from the previous YTD.
    - Baird Investments:
      - Investment Assets: $141,915 up $14,320 from the previous YTD.
      - Cash & Equivalents: $4,609 down $32,590 from previous YTD.
    - Money Market: has remained stable at $65,714.
    - Prepaid Workshop and other prepaid expenses booked as expected through 22-23 FY; Entries for 22-23 deferred member dues income and other subscriptions have booked as earned.
    - HCAW PAC: Balance $2,744
    - Accounts Receivables:
      - Outstanding Invoices: $3,507
    - Accounts Payable:
      - Outstanding Balance: 195.67; reflective of charges to AMI credit card.

- **P&L to Budget:**
  - INCOME:
    - Dues: Final monthly deferred dues entries recorded as received for 2022 member dues.
    - Jobs Board Income: $119 received in December; YTD total income $636.
    - Programming & Education
      - Workshops & Seminars: OASIS Answers profit-share payment received. YTD earnings for these workshops is $36,879; We have achieved 92.2% of our budgeted income for this FY.
  - EXPENSES:
    - All is ordinary through admin, member retention, and organizational expenses
    - Advocacy: Berg Data Contract renewal $10,000 and Soft Edge Renewal $1,600 paid in December.
    - NAHC Dues paid in December $750.

- **P&L Previous Year Comparison:**
  - Report in line with the previous YTD in most categories except income and expenses related to the OASIS Workshops we hosted, income generated by the HCAW PAC, and a 19% increase in dues income this year, and investment expenses (banking fees).

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

	Dec 31, 22	Dec 31, 21	$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
Baird Cash and Equivalents	4,609.72	37,200.11	-32,590.39	-87.61%
Bairds Investment Assets	141,915.73	127,595.23	14,320.50	11.22%
Columbia Checking 0944	67,482.75	60,511.75	6,971.00	11.52%
Columbia Money Mkt #0936	65,714.86	65,694.96	19.90	0.03%
PAC - Columbia #0951	2,744.81	1,174.80	1,570.01	133.64%
Total Checking/Savings	282,467.87	292,176.85	-9,708.98	-3.32%
Accounts Receivable				
Accounts Receivable	3,502.75	-25,503.12	29,005.87	113.74%
Total Accounts Receivable	3,502.75	-25,503.12	29,005.87	113.74%
Other Current Assets				
Prepaid Annual Meeting Expenses	0.00	750.00	-750.00	-100.0%
Prepaid Expenses	0.00	5,337.50	-5,337.50	-100.0%
Prepaid Insurance	0.00	1,043.26	-1,043.26	-100.0%
Prepaid Workshop Expenses	6,080.00	12,160.00	-6,080.00	-50.0%
Undeposited Funds	0.00	536.50	-536.50	-100.0%
Total Other Current Assets	6,080.00	19,827.26	-13,747.26	-69.34%
Total Current Assets	292,050.62	286,500.99	5,549.63	1.94%
TOTAL ASSETS	292,050.62	286,500.99	5,549.63	1.94%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	195.67	803.20	-607.53	-75.64%
Total Accounts Payable	195.67	803.20	-607.53	-75.64%
Other Current Liabilities				
Deferred Workshop Income	0.00	-35,086.70	35,086.70	100.0%
Total Other Current Liabilities	0.00	-35,086.70	35,086.70	100.0%
Total Current Liabilities	195.67	-34,283.50	34,479.17	100.57%
Total Liabilities	195.67	-34,283.50	34,479.17	100.57%

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

	Dec 31, 22	Dec 31, 21	$ Change	% Change
Equity				
Retained Earnings	27,879.52	94,498.77	-66,619.25	-70.5%
Unrestricted Net Assets	237,544.50	237,544.50	0.00	0.0%
Net Income	26,430.93	-11,258.78	37,689.71	334.76%
Total Equity	291,854.95	320,784.49	-28,929.54	-9.02%
TOTAL LIABILITIES & EQUITY	292,050.62	286,500.99	5,549.63	1.94%

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

	Dec 22	Jul - Dec 22	Budget	% of Budget
Ordinary Income/Expense				
Income				
PAC Contributions	0.00	2,500.00	10,000.00	25.0%
MEMBERSHIP				
Affiliate Dues	641.61	2,374.75	3,500.00	67.85%
Provider Dues	28,252.93	108,082.65	180,000.00	60.05%
Total MEMBERSHIP	28,894.54	110,457.40	183,500.00	60.2%
OPERATING				
Job Target/Career Board	119.25	636.00	1,000.00	63.6%
Total OPERATING	119.25	636.00	1,000.00	63.6%
PROGRAMMING				
Annual Meeting/Conv - Spring				
Sponsorships/Endorsements/Rebat	0.00	0.00	10,000.00	0.0%
Annual Meeting/Conv - Spring - Other	0.00	0.00	45,000.00	0.0%
Total Annual Meeting/Conv - Spring	0.00	0.00	55,000.00	0.0%
OCS OASIS Partnership	0.00	60.00	500.00	12.0%
Workshops/Seminars	1,300.00	36,879.15	40,000.00	92.2%
Total PROGRAMMING	1,300.00	36,939.15	95,500.00	38.68%
Total Income	30,313.79	150,532.55	290,000.00	51.91%
Gross Profit	30,313.79	150,532.55	290,000.00	51.91%
Expense				
PAC Expenses				
General PAC Expenses	0.00	0.00	300.00	0.0%
Bank / Merchant Fees	0.00	87.74	350.00	25.07%
PAC Contributions	0.00	0.00	10,000.00	0.0%
Total PAC Expenses	0.00	87.74	10,650.00	0.82%
ADMINISTRATIVE				
Travel	0.00	221.25	4,500.00	4.92%
Professional Fees				
Tax Return Prep	0.00	1,800.00	3,330.00	54.05%
Total Professional Fees	0.00	1,800.00	3,330.00	54.05%
Bank / Merchant Fees	5.95	2,370.41	2,950.00	80.35%

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

	Dec 22	Jul - Dec 22	Budget	% of Budget
Business License	70.00	70.00	10.00	700.0%
Insurance	146.94	4,775.74	2,300.00	207.64%
Management	6,900.00	41,400.00	82,800.00	50.0%
Office Supplies	0.00	22.34	300.00	7.45%
Postage	1.16	19.40	350.00	5.54%
Printing/Copies	42.11	228.59	400.00	57.15%
Publications/Subscriptions	0.00	492.48	1,500.00	32.83%
Telephone	31.29	186.91	500.00	37.38%
Total ADMINISTRATIVE	7,197.45	51,587.12	98,940.00	52.14%
ADVOCACY				
Lobbyist Expenses	0.00	0.00	1,000.00	0.0%
Lobbyist/Legislative Consultant	4,000.00	28,000.00	48,000.00	58.33%
Policy & Advocacy	11,600.00	12,243.75	11,500.00	106.47%
Total ADVOCACY	15,600.00	40,243.75	60,500.00	66.52%
COMMUNICATIONS				
Newsletters/Publications	38.88	166.64		
Website- Reg & Maint	4.05	28.35	2,400.00	1.18%
Total COMMUNICATIONS	42.93	194.99	2,400.00	8.13%
LEADERSHIP				
Board Meetings	0.00	114.88	1,750.00	6.57%
Strategic Planning	0.00	2,340.59	1,500.00	156.04%
Total LEADERSHIP	0.00	2,455.47	3,250.00	75.55%
MEMBERSHIP SERVICE/RETENTION				
Clinical Director	0.00	10,000.00	30,000.00	33.33%
Clinical Director Expenses	0.00	0.00	500.00	0.0%
NAHC Dues/Other Memberships	750.00	1,062.50	1,500.00	70.83%
Public Relations/ Awards	0.00	107.67	250.00	43.07%
Total MEMBERSHIP SERVICE/RETENTION	750.00	11,170.17	32,250.00	34.64%
PROGRAMS				
Annual Mtg/Convention Spring				
A/V - Technology	0.00	0.00	8,300.00	0.0%
Food and Beverage	0.00	0.00	25,000.00	0.0%

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

	Dec 22	Jul - Dec 22	Budget	% of Budget
Speaker	0.00	0.00	10,000.00	0.0%
Syllabus	0.00	0.00	1,700.00	0.0%
Annual Mtg/Convention Spring - Other	0.00	0.00	1,000.00	0.0%
Total Annual Mtg/Convention Spring	0.00	0.00	46,000.00	0.0%
Workshops/Seminar Expense				
A/V-Technology	360.00	2,635.42	3,250.00	81.09%
Food and Beverage	0.00	3,211.54	2,000.00	160.58%
Lodging & Transportation	0.00	5,174.84	1,500.00	344.99%
Other Workshops/Seminar Expense	0.00	-3,301.81	1,000.00	-330.18%
Speaker	0.00	10,000.00	15,000.00	66.67%
Syllabus Copies	0.00	3,735.66	4,000.00	93.39%
Total Workshops/Seminar Expense	360.00	21,455.65	26,750.00	80.21%
Total PROGRAMS	360.00	21,455.65	72,750.00	29.49%
Total Expense	23,950.38	127,194.89	280,740.00	45.31%
Net Ordinary Income	6,363.41	23,337.66	9,260.00	252.03%
Other Income/Expense				
Other Income				
Interest & Dividends	251.96	1,542.53	750.00	205.67%
Gain/Loss on Investments	2,697.66	1,550.74	0.00	100.0%
Total Other Income	2,949.62	3,093.27	750.00	412.44%
Net Other Income	2,949.62	3,093.27	750.00	412.44%
Net Income	9,313.03	26,430.93	10,010.00	264.05%

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

	Jul - Dec 22	Jul - Dec 21	$ Change	% Change
Ordinary Income/Expense				
Income				
PAC Contributions	2,500.00	600.00	1,900.00	316.67%
MEMBERSHIP				
Affiliate Dues	2,374.75	2,037.31	337.44	16.56%
Provider Dues	108,082.65	90,341.64	17,741.01	19.64%
Total MEMBERSHIP	110,457.40	92,378.95	18,078.45	19.57%
OPERATING				
Job Target/Career Board	636.00	0.00	636.00	100.0%
Total OPERATING	636.00	0.00	636.00	100.0%
PROGRAMMING				
OCS OASIS Partnership	60.00	134.90	-74.90	-55.52%
Workshops/Seminars	36,879.15	997.00	35,882.15	3,599.01%
Total PROGRAMMING	36,939.15	1,131.90	35,807.25	3,163.46%
Total Income	150,532.55	94,110.85	56,421.70	59.95%
Gross Profit	150,532.55	94,110.85	56,421.70	59.95%
Expense				
PAC Expenses				
Bank / Merchant Fees	87.74	0.00	87.74	100.0%
PAC Expenses - Other	0.00	204.86	-204.86	-100.0%
Total PAC Expenses	87.74	204.86	-117.12	-57.17%
ADMINISTRATIVE				
Travel	221.25	0.00	221.25	100.0%
Professional Fees				
Tax Return Prep	1,800.00	3,328.25	-1,528.25	-45.92%
Total Professional Fees	1,800.00	3,328.25	-1,528.25	-45.92%
Bank / Merchant Fees	2,370.41	636.23	1,734.18	272.57%
Business License	70.00	0.00	70.00	100.0%
Insurance	4,775.74	1,807.64	2,968.10	164.2%
Management	41,400.00	41,400.00	0.00	0.0%
Office Supplies	22.34	13.04	9.30	71.32%
Postage	19.40	6.26	13.14	209.9%
Printing/Copies	228.59	268.18	-39.59	-14.76%
Publications/Subscriptions	492.48	375.84	116.64	31.03%
Telephone	186.91	156.46	30.45	19.46%
Total ADMINISTRATIVE	51,587.12	47,991.90	3,595.22	7.49%
ADVOCACY				
Lobbyist/Legislative Consultant	28,000.00	27,700.00	300.00	1.08%
Policy & Advocacy	12,243.75	12,420.00	-176.25	-1.42%
Total ADVOCACY	40,243.75	40,120.00	123.75	0.31%
COMMUNICATIONS				
Newsletters/Publications	166.64	0.00	166.64	100.0%
Website- Reg & Maint	28.35	3,130.00	-3,101.65	-99.09%
Total COMMUNICATIONS	194.99	3,130.00	-2,935.01	-93.77%

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

	Jul - Dec 22	Jul - Dec 21	$ Change	% Change
LEADERSHIP				
Board Meetings	114.88	86.98	27.90	32.08%
Strategic Planning	2,340.59	650.00	1,690.59	260.09%
Total LEADERSHIP	2,455.47	736.98	1,718.49	233.18%
MEMBERSHIP SERVICE/RETENTION				
Clinical Director	10,000.00	15,000.00	-5,000.00	-33.33%
NAHC Dues/Other Memberships	1,062.50	1,187.50	-125.00	-10.53%
Public Relations/ Awards	107.67	33.86	73.81	217.99%
Total MEMBERSHIP SERVICE/RETENTION	11,170.17	16,221.36	-5,051.19	-31.14%
PROGRAMS				
Workshops/Seminar Expense				
A/V-Technology	2,635.42	752.36	1,883.06	250.29%
Food and Beverage	3,211.54	0.00	3,211.54	100.0%
Lodging & Transportation	5,174.84	0.00	5,174.84	100.0%
Other Workshops/Seminar Expense	-3,301.81	1,565.00	-4,866.81	-310.98%
Speaker	10,000.00	1,500.00	8,500.00	566.67%
Syllabus Copies	3,735.66	0.00	3,735.66	100.0%
Total Workshops/Seminar Expense	21,455.65	3,817.36	17,638.29	462.06%
Total PROGRAMS	21,455.65	3,817.36	17,638.29	462.06%
Total Expense	127,194.89	112,222.46	14,972.43	13.34%
Net Ordinary Income	23,337.66	-18,111.61	41,449.27	228.86%
Other Income/Expense				
Other Income				
Interest & Dividends	1,542.53	1,484.72	57.81	3.89%
Gain/Loss on Investments	1,550.74	5,368.11	-3,817.37	-71.11%
Total Other Income	3,093.27	6,852.83	-3,759.56	-54.86%
Net Other Income	3,093.27	6,852.83	-3,759.56	-54.86%
Net Income	26,430.93	-11,258.78	37,689.71	334.76%

Statement Period: **JANUARY 1 - DECEMBER 31, 2022**
Account Number: **8084-3137**
Account Solution: **Advisory - Baird Advisory Choice**
For more information, go to www.bairdwealth.com/retailinvestor

PREMIER CLIENT STATEMENT

ACCOUNT SUMMARY

	This Period December 1, 2022	*Year-to-Date January 1, 2022*
Beginning Balance	**$150,360.72**	**$164,795.34**
Cash Deposits		
Cash Withdrawals		
Income and Distributions	794.97	4,758.91
Other Transactions		-850.64
Change in Value*	-4,630.24	-22,178.16
Total Assets: December 31, 2022	**$146,525.45**	**$146,525.45**

* 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

Baird is pleased to present your 2022 Annual Client Statement. While this statement may facilitate tax preparation, you will still be receiving a separate tax reporting document, if applicable, with information that is reportable to the Internal Revenue Service.

The "This Period" columns on this statement represent activity in your account from December 1, 2022 through December 31, 2022, while the "Year-to-Date" columns represent activity in your account for the entire year. If you have questions regarding your statement, please contact your Baird Financial Advisor.

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A Message from Baird

More than just investment advice, wealth management at Baird is about your big picture – identifying what's most important to you and building a plan that delivers on those priorities. No matter where you are now and where you'd like to go, your Baird Financial Advisor team will always be there helping you make smart plans for your future.

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.

ASSET SUMMARY

	Value as of December 31, 2022				Gains/(-)Losses		
				% of		Realized	
	At Baird	Not at Baird	Total	Assets *	Unrealized	This Period	Year-to-Date
Cash	44.40		44.40	0.03%			
Money Market/Bank Deposit	4,565.32		4,565.32	3.12%			
Margin							
Cash and Cash Equivalents	**$4,609.72**		**$4,609.72**	**3.15%**			
Stocks/Options	80,129.70		80,129.70	54.68%	5,659.17		
Stock Funds	20,047.60		20,047.60	13.68%	5,342.19		
Preferred Stocks							
Balanced Funds							
Tax-Exempt Bonds							
Tax-Exempt Bond Funds							
Taxable Bonds							
Taxable Bond Funds	41,738.43		41,738.43	28.49%	-4,488.95		
Unit Investment Trusts							
Annuities							
Baird Capital							
Other Investments							
Portfolio Assets	**$141,915.73**		**$141,915.73**	**96.85%**	**$6,512.41**	**$0.00**	**$0.00**
Total Assets	**$146,525.45**		**$146,525.45**	**100.00%**	**$6,512.41**	**$0.00**	**$0.00**

INCOME & DISTRIBUTION SUMMARY **

		This Period	Year-to-Date
Dividends	Tax-Exempt		
	Taxable - Qualified	142.35	1,964.40
	Taxable - Non-Qualified	366.78	1,900.47
Interest	Tax-Exempt		
	Taxable	4.71	60.70
Capital Gain Distributions		281.13	833.34
Return of Principal			
Other			
Total Income and Distributions		**$794.97**	**$4,758.91**

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 taxable non-cash transactions 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, December 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 at your request and the proceeds returned to your account or remitted to you. The bank deposit interest rate paid to you is based on household account values and determined by the negotiated interest rates paid by the participating banks after deducting fees paid to a third party for administering the cash sweep program and the compensation to Baird for offering and providing various services related to the program. Please visit www.rwbaird.com/cashsweepcomp and www.rwbaird.com/cashsweeps to learn more about Baird's compensation and the cash sweep program. There are several alternatives to consider regarding your idle cash, including those with a higher yield, and we encourage you to discuss them with your Financial Advisor.

	Current Value	*Cost*	*Unrealized Gain/(-)Loss**	*Anticipated Annualized Income*	*Current Yield %*
CASH	44.40	44.40			
FDIC INSURED DEPOSIT MULTI-BANK	4,565.32	4,565.32		71.95	1.58%

Net yield from 12/01/22 - 12/31/22 was 1.58%.

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.	4,565.32

Total Cash and Cash Equivalents	**$4,609.72**	**$4,609.72**		**$71.95**	**1.56%**

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	161.6100	97.0486	12,928.80	7,763.89	5,164.91	473.60	3.66%
ALASKA AIR GROUP INC	ALK	100	42.9400	65.5800	4,294.00	6,558.00	-2,264.00	N/A	N/A
DIVERSIFIED HEALTHCARE TRUST SBI	DHC	300	0.6468	23.6135	194.04	6,334.57***	-6,140.53	12.00	6.18%
EXPEDIA GROUP INC	EXPE	55	87.6000	128.5516	4,818.00	7,070.34	-2,252.34	N/A	N/A
ALERISLIFE INC	ALR	20	0.5500	3.7100	11.00	74.20	-63.20	N/A	N/A
RMR GROUP INC CL A	RMR	3	28.2500	11.8900	84.75	35.67	49.08	4.80	5.66%

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									
RAYTHEON TECHNOLOGIES CORP	RTX	93	100.9200	82.4149	9,385.56	7,664.59	1,720.97	204.60	2.18%
SIX FLAGS ENTERTAINMENT CORP NEW	SIX	150	23.2500	56.0749	3,487.50	8,411.24***	-4,923.74	N/A	N/A
STARBUCKS CORP	SBUX	125	99.2000	14.2369	12,400.00	1,779.61	10,620.39	265.00	2.14%
UNITED PARCEL SERVICE INC CL B	UPS	60	173.8400	115.9950	10,430.40	6,959.70	3,470.70	364.80	3.50%
U S BANCORP DE NEW	USB	165	43.6100	43.2977	7,195.65	7,144.12	51.53	316.80	4.40%
VERIZON COMMUNICATIONS INC	VZ	150	39.4000	51.2033	5,910.00	7,680.50	-1,770.50	391.50	6.62%
WEYERHAEUSER CO	WY	290	31.0000	24.1176	8,990.00	6,994.10	1,995.90	208.80	2.32%
Total Stocks/Options					**$80,129.70**	**$74,470.53**	**$5,659.17**	**$2,241.90**	**2.80%**
Stock Funds									
WASHINGTON MUTUAL INVESTORS CL F3	FWMIX								
REINVESTMENTS		385.902	51.9500	38.1066	20,047.60	14,705.41	5,342.19	389.79	1.94%
Total Stock Funds					**$20,047.60**	**$14,705.41**	**$5,342.19**	**$389.79**	**1.94%**
Taxable Bond Funds									
TEMPLETON GLOBAL INCOME FUND	GIM	1,500.000	4.3300	7.3226	6,495.00	10,983.95***	-4,488.95	601.50	9.26%
VANGUARD CASH RESERVES FEDL MONEY MARKET ADMIRAL CL	VMRXX	35,000.000	1.0000	1.0000	35,000.00	35,000.00	0.00	1,032.15	
REINVESTMENTS		243.430	1.0000	1.0000	243.43	243.43	0.00	7.53	
TOTAL		35,243.430	1.0000	1.0000	35,243.43	35,243.43	0.00	1,039.68	2.95%
CUMULATIVE INVESTMENT RETURN: $243.43					35,243.43	35,000.00			
Total Taxable Bond Funds					**$41,738.43**	**$46,227.38**	**-$4,488.95**	**$1,641.18**	**3.93%**
Total Portfolio Assets					**$141,915.73**	**$135,403.32**	**$6,512.41**	**$4,272.87**	**3.01%**

ASSET DETAILS continued

	Symbol/CUSIP Bond Rating+	Quantity	Current Price	Average Unit Cost	Current Value	Cost	Unrealized Gain/(-)Loss*	Anticipated Annualized Income	Current Yield %
Total Assets					**$146,525.45**	**$140,013.04**	**$6,512.41**	**$4,344.82**	**2.97%**

\+ 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	**$4,366.06**	**$37,200.11**
Buy and Sell Transactions	Assets Sold/Redeemed		
	Assets Bought	-551.31	-36,498.66
Cash Deposits and Withdrawals	Deposits		
	Withdrawals		
Income and Distributions	Dividends	509.13	3,864.87
	Interest	4.71	60.70
	Capital Gain Distributions	281.13	833.34
	Return of Principal		
	Other		
Margin Interest	Margin Interest Charged		
Cash Management Activity	Debit Card Activity		
	ACH/ATM Activity		
	Checks You Wrote		
Other	Asset Based Fees		-850.64
	Other Transactions		
	Closing Balance - Cash and Cash Equivalents	**$4,609.72**	**$4,609.72**

ACTIVITY DETAILS

SUBACCOUNT ACTIVITY

Date	Activity	Quantity	Price	Description	Total	Cash	Money Market	Margin
	Opening Balance			**Total Opening Balance**	**$37,200.11**	**$52.35**	**$37,147.76**	**$0.00**
01/03/22	Purchase			FDIC INSURED DEPOSIT		-52.35	52.35	
01/18/22	Dividend			U S BANCORP DE NEW	75.90	75.90		
01/19/22	Purchase			FDIC INSURED DEPOSIT		-75.90	75.90	
01/31/22	Interest			FDIC INSURED DEPOSIT	0.31	0.31		
01/31/22	Asset Bought-Reinv			FDIC INSURED DEPOSIT		-0.31	0.31	
01/31/22	Dividend			TEMPLETON GLOBAL INCOME FUND	51.75	51.75		
02/01/22	Purchase			FDIC INSURED DEPOSIT		-51.75	51.75	
02/01/22	Dividend			VERIZON COMMUNICATIONS INC	96.00	96.00		
02/02/22	Purchase			FDIC INSURED DEPOSIT		-96.00	96.00	
02/15/22	Dividend			ABBVIE INC	112.80	112.80		
02/16/22	Purchase			FDIC INSURED DEPOSIT		-112.80	112.80	
02/17/22	Dividend			DIVERSIFIED HEALTHCARE TRUST SBI	3.00	3.00		
02/17/22	Dividend			RMR GROUP INC CL A	1.14	1.14		
02/18/22	Purchase			FDIC INSURED DEPOSIT		-4.14	4.14	
02/25/22	Dividend			STARBUCKS CORP	61.25	61.25		
02/28/22	Interest			FDIC INSURED DEPOSIT	0.28	0.28		
02/28/22	Asset Bought-Reinv			FDIC INSURED DEPOSIT		-0.28	0.28	
02/28/22	Purchase			FDIC INSURED DEPOSIT		-61.25	61.25	
02/28/22	Dividend			TEMPLETON GLOBAL INCOME FUND	51.30	51.30		
02/28/22	Dividend			WEYERHAEUSER CO	420.50	420.50		
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	

ACTIVITY DETAILS continued

Date	Activity	Quantity	Price	Description	Total
03/17/22	Dividend			WASHINGTON MUTUAL INVESTORS CL A	74.09
03/17/22	Asset Bought-Reinv	1.2860		WASHINGTON MUTUAL INVESTORS CL A REINVEST AT 57.630	-74.09
03/18/22	Dividend			WEYERHAEUSER CO	52.20
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
04/01/22	Purchase			FDIC INSURED DEPOSIT	
04/18/22	Dividend			U S BANCORP DE NEW	75.90
04/19/22	Purchase			FDIC INSURED DEPOSIT	
04/29/22	Interest			FDIC INSURED DEPOSIT	0.62
04/29/22	Asset Bought-Reinv			FDIC INSURED DEPOSIT	
04/29/22	Dividend			TEMPLETON GLOBAL INCOME FUND	54.30
05/02/22	Purchase			FDIC INSURED DEPOSIT	
05/02/22	Dividend			VERIZON COMMUNICATIONS INC	96.00
05/03/22	Purchase			FDIC INSURED DEPOSIT	
05/16/22	Dividend			ABBVIE INC	112.80
05/17/22	Purchase			FDIC INSURED DEPOSIT	
05/19/22	Dividend			DIVERSIFIED HEALTHCARE TRUST SBI	3.00
05/19/22	Dividend			RMR GROUP INC CL A	1.20
05/20/22	Purchase			FDIC INSURED DEPOSIT	

SUBACCOUNT ACTIVITY continued

Cash	Money Market	Margin
74.09		
-74.09		
52.20		
-52.20	52.20	
47.43		
-47.43	47.43	
0.42		
-0.42	0.42	
54.30		
-54.30	54.30	
75.90		
-75.90	75.90	
0.62		
-0.62	0.62	
54.30		
-54.30	54.30	
96.00		
-96.00	96.00	
112.80		
-112.80	112.80	
3.00		
1.20		
-4.20	4.20	

ACTIVITY DETAILS continued

Date	Activity	Quantity	Price	Description	Total
05/25/22	Asset Based Fee			FIA FEE BILL VAL 148,040.00 05/24/22 THRU 06/30/22	-154.11
05/26/22	Sale			FDIC INSURED DEPOSIT	
05/27/22	Dividend			STARBUCKS CORP	61.25
05/31/22	Interest			FDIC INSURED DEPOSIT	2.58
05/31/22	Asset Bought-Reinv			FDIC INSURED DEPOSIT	
05/31/22	Purchase			FDIC INSURED DEPOSIT	
05/31/22	Dividend			TEMPLETON GLOBAL INCOME FUND	53.10
06/01/22	Purchase			FDIC INSURED DEPOSIT	
06/02/22	Dividend			UNITED PARCEL SERVICE INC CL B	91.20
06/03/22	Purchase			FDIC INSURED DEPOSIT	
06/14/22	Other-Shr Class Exch	-362.7030		WASHINGTON MUTUAL INVESTORS CL A SHR CLASS EX @ $52.200 TO CUSIP 939330775	
06/14/22	Other-Shr Class Exch	362.7730		WASHINGTON MUTUAL INVESTORS CL F3 SHR CLASS EX @ $52.190 FROM CUSIP 939330106	
06/16/22	Dividend			RAYTHEON TECHNOLOGIES CORP	51.15
06/16/22	Capital Gain Distrib			WASHINGTON MUTUAL INVESTORS CL F3	552.21
06/16/22	Dividend			WASHINGTON MUTUAL INVESTORS CL F3	89.79
06/16/22	Asset Bought-Reinv	1.7750		WASHINGTON MUTUAL INVESTORS CL F3 REINVEST AT 50.580	-89.79

SUBACCOUNT ACTIVITY continued

Cash	Money Market	Margin
-154.11		
154.11	-154.11	
61.25		
2.58		
-2.58	2.58	
-61.25	61.25	
53.10		
-53.10	53.10	
91.20		
-91.20	91.20	
51.15		
552.21		
89.79		
-89.79		

ACTIVITY DETAILS continued

Date	Activity	Quantity	Price	Description	Total
06/16/22	Asset Bought-Reinv	10.9180		WASHINGTON MUTUAL INVESTORS CL F3 REINVEST AT 50.580	-552.21
06/17/22	Purchase			FDIC INSURED DEPOSIT	
06/17/22	Dividend			WEYERHAEUSER CO	52.20
06/21/22	Purchase			FDIC INSURED DEPOSIT	
06/30/22	Interest			FDIC INSURED DEPOSIT	3.94
06/30/22	Asset Bought-Reinv			FDIC INSURED DEPOSIT	
06/30/22	Dividend			TEMPLETON GLOBAL INCOME FUND	52.80
07/01/22	Purchase			FDIC INSURED DEPOSIT	
07/15/22	Dividend			U S BANCORP DE NEW	75.90
07/18/22	Purchase			FDIC INSURED DEPOSIT	
07/18/22	Asset Based Fee			FIA FEE BILL VAL 144,151.16 07/01/22 THRU 09/30/22	-363.33
07/19/22	Sale			FDIC INSURED DEPOSIT	
07/21/22	Asset Fee Rebate			12B-1 REBATE	4.27
07/22/22	Purchase			FDIC INSURED DEPOSIT	
07/29/22	Interest			FDIC INSURED DEPOSIT	12.17
07/29/22	Asset Bought-Reinv			FDIC INSURED DEPOSIT	
07/29/22	Dividend			TEMPLETON GLOBAL INCOME FUND	49.05
08/01/22	Purchase			FDIC INSURED DEPOSIT	
08/01/22	Dividend			VERIZON COMMUNICATIONS INC	96.00
08/02/22	Purchase			FDIC INSURED DEPOSIT	
08/15/22	Dividend			ABBVIE INC	112.80
08/16/22	Purchase			FDIC INSURED DEPOSIT	
08/18/22	Dividend			DIVERSIFIED HEALTHCARE TRUST SBI	3.00
08/18/22	Dividend			RMR GROUP INC CL A	1.20

SUBACCOUNT ACTIVITY continued

Cash	Money Market	Margin
-552.21		
-51.15	51.15	
52.20		
-52.20	52.20	
3.94		
-3.94	3.94	
52.80		
-52.80	52.80	
75.90		
-75.90	75.90	
-363.33		
363.33	-363.33	
4.27		
-4.27	4.27	
12.17		
-12.17	12.17	
49.05		
-49.05	49.05	
96.00		
-96.00	96.00	
112.80		
-112.80	112.80	
3.00		
1.20		

ACTIVITY DETAILS continued

Date	Activity	Quantity	Price	Description	Total
08/19/22	Purchase			FDIC INSURED DEPOSIT	
08/26/22	Dividend			STARBUCKS CORP	61.25
08/29/22	Purchase			FDIC INSURED DEPOSIT	
08/31/22	Interest			FDIC INSURED DEPOSIT	22.68
08/31/22	Asset Bought-Reinv			FDIC INSURED DEPOSIT	
08/31/22	Dividend			TEMPLETON GLOBAL INCOME FUND	46.65
09/01/22	Purchase			FDIC INSURED DEPOSIT	
09/01/22	Dividend			UNITED PARCEL SERVICE INC CL B	91.20
09/02/22	Purchase			FDIC INSURED DEPOSIT	
09/07/22	Asset Bought	35,000	1.0000	VANGUARD CASH RESERVES FEDL MONEY MARKET ADMIRAL CL	-35,000.00
09/08/22	Sale			FDIC INSURED DEPOSIT	
09/08/22	Dividend			RAYTHEON TECHNOLOGIES CORP	51.15
09/09/22	Purchase			FDIC INSURED DEPOSIT	
09/15/22	Dividend			WASHINGTON MUTUAL INVESTORS CL F3	91.65
09/15/22	Asset Bought-Reinv	1.7850		WASHINGTON MUTUAL INVESTORS CL F3 REINVEST AT 51.350	-91.65
09/16/22	Dividend			WEYERHAEUSER CO	52.20
09/19/22	Purchase			FDIC INSURED DEPOSIT	
09/30/22	Interest			FDIC INSURED DEPOSIT	7.30
09/30/22	Asset Bought-Reinv			FDIC INSURED DEPOSIT	
09/30/22	Dividend			TEMPLETON GLOBAL INCOME FUND	47.70
10/03/22	Purchase			FDIC INSURED DEPOSIT	
10/03/22	Dividend			VANGUARD CASH RESERVES FEDL MONEY MARKET ADMIRAL CL	53.54

SUBACCOUNT ACTIVITY continued

Cash	Money Market	Margin
-4.20	4.20	
61.25		
-61.25	61.25	
22.68		
-22.68	22.68	
46.65		
-46.65	46.65	
91.20		
-91.20	91.20	
-35,000.00		
35,000.00	-35,000.00	
51.15		
-51.15	51.15	
91.65		
-91.65		
52.20		
-52.20	52.20	
7.30		
-7.30	7.30	
47.70		
-47.70	47.70	
53.54		

ACTIVITY DETAILS continued

Date	Activity	Quantity	Price	Description	Total
10/03/22	Asset Bought-Reinv	53.5400		VANGUARD CASH RESERVES FEDL MONEY MARKET ADMIRAL CL REINVEST AT 1.000	-53.54
10/17/22	Asset Based Fee			FIA FEE BILL VAL 134,551.12 10/01/22 THRU 12/31/22	-339.13
10/17/22	Dividend			U S BANCORP DE NEW	79.20
10/18/22	Sale			FDIC INSURED DEPOSIT	
10/20/22	Asset Fee Rebate			12B-1 REBATE	1.66
10/21/22	Purchase			FDIC INSURED DEPOSIT	
10/31/22	Interest			FDIC INSURED DEPOSIT	2.52
10/31/22	Asset Bought-Reinv			FDIC INSURED DEPOSIT	
10/31/22	Dividend			TEMPLETON GLOBAL INCOME FUND	45.30
11/01/22	Purchase			FDIC INSURED DEPOSIT	
11/01/22	Dividend			VANGUARD CASH RESERVES FEDL MONEY MARKET ADMIRAL CL	86.07
11/01/22	Asset Bought-Reinv	86.0700		VANGUARD CASH RESERVES FEDL MONEY MARKET ADMIRAL CL REINVEST AT 1.000	-86.07
11/01/22	Dividend			VERIZON COMMUNICATIONS INC	97.88
11/02/22	Purchase			FDIC INSURED DEPOSIT	
11/15/22	Dividend			ABBVIE INC	112.80
11/16/22	Purchase			FDIC INSURED DEPOSIT	
11/17/22	Dividend			DIVERSIFIED HEALTHCARE TRUST SBI	3.00
11/17/22	Dividend			RMR GROUP INC CL A	1.20
11/18/22	Purchase			FDIC INSURED DEPOSIT	
11/25/22	Dividend			STARBUCKS CORP	66.25
11/28/22	Purchase			FDIC INSURED DEPOSIT	

SUBACCOUNT ACTIVITY continued

Cash	Money Market	Margin
-53.54		
-339.13		
79.20		
259.93	-259.93	
1.66		
-1.66	1.66	
2.52		
-2.52	2.52	
45.30		
-45.30	45.30	
86.07		
-86.07		
97.88		
-97.88	97.88	
112.80		
-112.80	112.80	
3.00		
1.20		
-4.20	4.20	
66.25		
-66.25	66.25	

ACTIVITY DETAILS continued

Date	Activity	Quantity	Price	Description	Total
11/30/22	Interest			FDIC INSURED DEPOSIT	3.17
11/30/22	Asset Bought-Reinv			FDIC INSURED DEPOSIT	
11/30/22	Dividend			TEMPLETON GLOBAL INCOME FUND	43.20
12/01/22	Purchase			FDIC INSURED DEPOSIT	
12/01/22	Dividend			UNITED PARCEL SERVICE INC CL B	91.20
12/01/22	Dividend			VANGUARD CASH RESERVES FEDL MONEY MARKET ADMIRAL CL	103.78
12/01/22	Asset Bought-Reinv	103.7800		VANGUARD CASH RESERVES FEDL MONEY MARKET ADMIRAL CL REINVEST AT 1.000	-103.78
12/02/22	Purchase			FDIC INSURED DEPOSIT	
12/15/22	Dividend			RAYTHEON TECHNOLOGIES CORP	51.15
12/16/22	Purchase			FDIC INSURED DEPOSIT	
12/16/22	Dividend			WEYERHAEUSER CO	52.20
12/19/22	Purchase			FDIC INSURED DEPOSIT	
12/19/22	Capital Gain Distrib			WASHINGTON MUTUAL INVESTORS CL F3	281.13
12/19/22	Dividend			WASHINGTON MUTUAL INVESTORS CL F3	166.36
12/19/22	Asset Bought-Reinv	3.2160		WASHINGTON MUTUAL INVESTORS CL F3 REINVEST AT 51.730	-166.36
12/19/22	Asset Bought-Reinv	5.4350		WASHINGTON MUTUAL INVESTORS CL F3 REINVEST AT 51.730	-281.13
12/29/22	Dividend-St Cap			VANGUARD CASH RESERVES FEDL MONEY MARKET ADMIRAL CL	0.04

SUBACCOUNT ACTIVITY continued

Cash	Money Market	Margin
3.17		
-3.17	3.17	
43.20		
-43.20	43.20	
91.20		
103.78		
-103.78		
-91.20	91.20	
51.15		
-51.15	51.15	
52.20		
-52.20	52.20	
281.13		
166.36		
-166.36		
-281.13		
0.04		

ACTIVITY DETAILS continued

Date	Activity	Quantity	Price	Description	Total
12/29/22	Asset Bought-Reinv	0.0400		VANGUARD CASH RESERVES FEDL MONEY MARKET ADMIRAL CL REINVEST AT 1.000	-0.04
12/30/22	Interest			FDIC INSURED DEPOSIT	4.71
12/30/22	Asset Bought-Reinv			FDIC INSURED DEPOSIT	
12/30/22	Dividend			TEMPLETON GLOBAL INCOME FUND	44.40
	Closing Balance			**Total Closing Balance**	**$4,609.72**

SUBACCOUNT ACTIVITY continued

Cash	Money Market	Margin
-0.04		
4.71		
-4.71	4.71	
44.40		
$44.40	**$4,565.32**	**$0.00**

INTERESTED PARTIES AND/OR SUPPORTING REPRESENTATIVE(S)

Your Supporting Representative(s) is (are):

ROBERT W BAIRD & CO INC
ADVISORY SERVICES

December 31, 2022

Information for Municipal Securities Investors

Baird is registered with the U.S. Securities and Exchange Commission (SEC) and the Municipal Securities Rulemaking Board (MSRB). An investor brochure is posted on the MSRB's website (www.msrb.org) describing the protections that may be provided by MSRB rules and how to file a complaint with an appropriate regulatory authority.

Thank you for your continued trust and partnership.

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January 8, 2023

HCAW January 2023 Public Policy Report

Prepared by Leslie Emerick, HCAW Public Policy Director

Legislative Landscape

Washington state has a "biennial" legislature. Within that two-year cycle, regular sessions are mandated by the State Constitution and begin the second Monday in January each year. In the odd-numbered years, like 2023, the regular or "long session" session is 105 days; in the even-numbered years, like 2024, it is the 60 day "short session". Occasionally we have "special sessions" where they work on specific issues such as the state budget.

"Opening Day Ceremonies", Governor brings the House and Senate together to begin session.

The long-session starts on January 9th, 2023 and lasts for 105-days until April 24, 2023. This year will be a "hybrid" session which will be a mixture of in-person and virtual meetings making it much easier to testify if you live out of the Olympia area! A long session also means there is more time to pass bills and negotiate a brand new biennial operating budget for 2023-2025, with the fiscal year starting July 1, 2023. The first policy bill cut-off is on February 17th.

Democrats control both the House and Senate and the Governor's Office and gained seats in the last election. Most of the policy and fiscal committees have new members on them which gives us yet another opportunity to educate new law makes on our issues!

Check out these key resources to learn more about the legislative session

- Washington's legislative website
- Learn more about participating in the legislative process
- Find out who your state representatives are

Governor Inslee released his proposed $70 billion 2023-25 state budget Dec. 14. Governors are required by law to submit their budgets prior to the beginning of the state legislative session. The House and Senate will each release a proposed budget after the February state revenue forecast comes out, before working together to craft a final budget by the end of the legislative session.

The Governor's Proposed 2023-25 Budget and Policy Highlights outlines his priorities for this budget and provides an overview of the state's financial position entering the next biennium. Some see this budget as shoring up the systems that were strained or even brought to the breaking point during the last three years. His proposal focuses on housing and homelessness, public safety, behavioral health, climate change, salmon, reproductive rights and state agency workforce. A significant portion of proposed new funding is related to increased costs for state employee compensation across all state agencies.

Governor's Budget for DSHS/ALTSA

- Includes the implementation of the Consumer Directed Employer (CDE) Rate Setting Boards Recommendations to increase the labor and administrative rates ($341 million GF-State and $421 million GF-Federal), funding for home care agency worker parity, and an increase in administration funding for home care agencies. ($4.9 million GF-State and $6 million GF-State, respectively). *The only applies to home care agencies who have a Medicaid contract with the state.*
- Funding for WA Cares Fund implementation includes over $2.5 million in investments in staffing and technology for the WA Cares Fund over the next biennium. WA Cares is Washington state's first-in-the-nation universal long-term care insurance program, that will provide $36,500 in long-term care services and supports for working Washingtonians who contribute to the program. This funding will support additional FTE, state-wide capacity planning and outreach, actuarial modeling for policy options and implementation of IT solutions for the Fund.

To see the rest of their budget summary please go to:

12.14.2022 ALTSA Gov Budget Letter_Sta

2023 In-Home Services Day: is February 1 -2, 2023. This will be the 10th Anniversary of the In-Home Services Days in Washington State! The Home Care Association of WA (HCAW), WA State Hospice and Palliative Care Organization (WSHPCO) and the Home Care Association of America-WA Chapter (HCAOA-WA) collaborate to support common issues impacting in-home care services in WA State. Our goal is to help educate legislators on the important role that in-home care providers serve in their legislative districts. In real life, we often work together coordinating healthcare in a patient's home. Legislators love it when we come together to share our story. And you will find that many legislators will share their personal experiences with in-home care with you. You touch so many people's lives!

Legislative assistants are making appointment into 2023 as we speak! We need to get on your local legislator's calendars ASAP to secure your meeting date and time. We are requesting that you please register to attend our In-Home Services Days ASAP with the links below:

We need to know your local legislative district and legislators to be able to coordinate with the other association members. If you need that information, click **https://app.leg.wa.gov/DistrictFinder/** and enter your home address.

January 8, 2023

Step 1 - Registration

Register now to participate in In-Home Services Days! We will use the information you submit to create a roster and schedule. This information will be made available in our Microsoft OneDrive and accessible by registered participants only. **Register Now**

Step 2 - Contact Your Legislators

Contact your three state legislators (1 Senator, 2 House of Representatives) through our Legislative Alert Network. We have prepared a template for you to use when you reach out to your legislator that will automatically go out to them. **Contact Your Legislators**

Step 3 - Legislator Contact & Meeting Request

Follow this link to add the time of your meeting with local legislators to the roster and schedule hosted via a OneDrive Sheet. If you have any difficulty with this form or prefer to email updates to us directly, please contact Leslie Emerick or Carissa Linnane. **Submit Meeting Information**

Step 4 - IHS Day Preparation

We will provide talking points prior to the legislative day to send to your legislators prior to the meeting. We will also host an orientation the morning of February 1st, 2023. As session progresses there is likely to be more bills added to our legislative priorities. Here are our draft talking points for the three associations representing home care, home health and hospice:

- **Address Workforce Shortages for Home Care Aides and Certified Nursing Assistants:** Testing and certification for certified nursing assistants (CNA) and home care aides (HCA) has been very inconsistent creating huge backups in WA State. We need a plan to enable students to get tested and certified, quickly, and efficiently, to get them into our long-term care settings, including home care.
- **Support DOH Proposal to Eliminate Debt for Home Care Aides in O2G Fund (Not included in Governors Budget) Concerns with Certification Fee Increases:** Home care aides are some of the lowest paid jobs in health care. Although we support eliminating over $6 million in debt to the home care aide program, we would like the legislature to explore ways to assist these workers to gain certification without increasing their fees as it will be an additional barrier to entry into the health care system.
- **Support Efforts by Seattle Children's Hospital to Expand Care for Medically Fragile Children:** Medically fragile children are often kept in the hospital as there is a significant shortage of nurses to be able to care for these children at home.
- **Budget Request: Additional Funding for Palliative Care Benefit for Medicaid, PEBB, SEBB:** The Health Care Authority (HCA) was provided $250,000 in funding to establish a palliative care benefit for their covered patients with a serious or chronic illness. The project will require specific analytics for palliative care provisions and development of a standardized billing mechanism. It may also require some ProviderOne billing system changes to provide the palliative care services. They are requesting an additional $350,000

to implement the palliative care benefit. I am trying to get into Governor's Budget which will come out in the near future!

- **Budget Request: Increase Medicaid Pediatric Palliative Care Rates:** Reimbursement rates for Pediatric Palliative Care have not risen since 2006 and access to this important care for seriously ill children has been severely limited due to the lack of funding. Palliative care reduces hospital admissions and supports families with children who may require significant care at the end-of life prior to hospice. We are currently researching the amount of increase that we need for the Medicaid Pediatric Palliative Care rate increase and are working with fiscal committee staff to get answers from the Health Care Authority.

Department of Health (DOH)

Updated Hospice Certificate of Need methodology language: The proposed rule language for WAC 246-310-290(8)(e) has been adopted. The CR-103P is attached for your review. At the hearing three people provided comments in support of the changes and expressed appreciation for the work with the hospice community. No changes were made and the rule language was adopted. See 290_CR103P.pdf For information, please contact: CNRulemaking@doh.wa.gov.

HCAW Proposing New Methodology for Home Health Certificate of Need (CON): The current home health CON methodology is from a 1987 State Plan and has not been updated since. The HCAW Board requested rulemaking nearly two years ago, but DOH fell behind due to the pandemic which overwhelmed the agency.

HCAW has been working with Berg Data (Marc Berg) over the past year to analyze the current state of home health CON in WA State and how we compare nationally. DOH is doing preliminary Listening sessions to get public input prior to updating the rules for home health and hospice. At the January 31st Listening Session, Marc Berg will be making a presentation to the DOH to provide them with a preliminary outline on what the new methodology we will propose will look like. Please consider attending this public meeting to hear about the methodology or provide support.

DOH Certificate of Need Listening Session Schedule for Home Health and Hospice:

Home Health | January 31, 2023 – 4:30pm – 6:00pm (may end early) Registration link
Hospice| January 3, 2023 – 4:30pm – 6:00pm (may end early) Registration link

Office of Community Health Systems Facilities Program Notice of Emergency Rule Filing: DOH has extended an emergency rule that applies to all healthcare facilities, including In-Home Services agencies, licensed by the department, which includes Acute Care Hospitals, Ambulatory Surgical Facilities, Behavioral Health Agencies, Birthing Centers, In-Home Services Agencies, Medical Test Sites, Psychiatric Hospitals, and Residential Treatment Facilities.

This emergency rule clarifies that all healthcare facilities licensed by the department must comply with state and federal statutes, administrative rules, lawful orders, and other legal requirements relating to the operation of the facility and the control or prevention of the spread of coronavirus disease 2019 (COVID-19), including orders issued by the Governor, by the Secretary of Health, by a local board of health, and by a local health officer. This continues the emergency rule originally filed on December 23, 2021, as WSR 22-02-009 and extended on April 22, 2022, and August 19, 2022, as WSR 22-10-007 and WSR 22-17-098, respectively.

Background The department has rules that standardize procedures for the licensure of health care professionals and the enforcement of laws to assure professional competence and conduct (as authorized by RCW 18.130.010) that make it clear that licensed health care professionals must comply with state and federal legal requirements. However, there does not currently exist a similar clarification in the rule for facilities. COVID-19 activity in Washington state continues to pose a high risk to vulnerable populations and healthcare workers, particularly those receiving and providing care in healthcare facilities and similar congregate care facilities. While Governor Inslee has ended the state of emergency and rescinded remaining emergency orders, Secretary of Health Order 20-03.10 regarding face coverings statewide remains in effect. Clarifying the applicability of state and federal statutes, administrative rules, lawful orders, and other legal requirements to licensed healthcare facilities will assist facilities to comply with these requirements and will assist the department in its efforts to ensure the health and safety of the workers, recipients of services, and visitors in those facilities.

Scope and content of the emergency rule Under the authority delegated to the department for licensing each healthcare facility type and for ensuring the health and safety of the workers, recipients of services, and visitors in those facilities, the department must extend this emergency rule to clarify that licensed facilities must comply with all state and federal statutes, administrative rules, lawful orders, and other legal requirements relating to the operation of the facility and the control or prevention of the spread of coronavirus disease 2019 (COVID-19).

Effective date This filing extends the emergency rule that became effective December 23, 2021.

Supporting Documents: HealthCare Facility COVID Rules CR-103E

Home Care Aide Fee Increase Hearing: State law RCW 43.70.250 requires that the costs of licensing each profession be fully borne by members of that profession. The Office of Financial Management also requires professions to maintain a reasonable cash reserve to cover fluctuations in cash flow and operating expenses. Please see this: Home Care Aide Cost Driver.pdf DOH held a stakeholder meeting regarding raising home care aide fees from $85 to $100 on December 1, 2022.

DOH has now filed a CR-102 proposing to update fees for several professions, including Home Care Aides. The public rules hearing is scheduled for **January 24, 2023, at 9:00 AM PST.** Below are instructions on how to comment on the proposed rule, registration information for the rules

hearing, and supporting documents. A decision will not be made until sometime in 2023. During the meeting, DOH staff explained how fees are set and was available for questions. We have expressed concerns to DOH and to legislators about potential fee increases and the barrier it poses to entry into the health care system.

Supporting Documents: Health Profession Fees CR102

You may provide written comments by January 23, 2023, using one of the following options:
The Department of Health online rules comment webpage
By email: HSQAFeeRules@doh.wa.gov

Public Rules Hearing Registration Information for January 24, 2023, at 9:00 AM PST:
Register Here for the Public Rules Hearing Webinar

State Board of Health

Notifiable Conditions State Board of Health (SBOH) Rule: (Chapter 246-101 WAC) was revised and the rule changes go into effect **January 1, 2023**. This does not seem to impact in-home services agencies but it does impact Health Care Providers:

(17) "Health care provider" means any person having direct or supervisory responsibility for the delivery of health care who is:

(a) Licensed or certified in this state under Title **18** RCW; (which includes Nursing Assistants and Long-term Care Workers such as Home Care Aides)

On November 21, the Office of Communicable Disease Epidemiology published revised notifiable condition reporting forms in alignment with the changes in Chapter 246-101 WAC. DOH will continue to update the DOH Notifiable Conditions Rule Revision Implementation website. For questions about the revised rule contact notifiableconditions@sboh.wa.gov.

Nursing Care Quality Assurance Commission (NCQAC)

Amending Nurse Delegation Rules: NCQAC has filed a CR-101, Preproposal for WAC 246-840-010, 246-840-700, and 246-840-910 through 246-840-970 on December 29, 2022. The commission is considering amendments to blood glucose testing, monitoring, and nurse delegation rules in response to Substitute House Bill (SHB) 1124 (Chapter 14, Laws of 2022). The CR-101 Preproposal announces to the public that rule change language will be considered by the NCQAC. Public workshops to receive input from interested parties on the rules will be scheduled.

Substitute House Bill (SHB) 1124, Glucose Testing and Monitoring, makes two changes that require rulemaking by the commission. The bill expands the allowance for the Registered Nurse (RN) to delegate glucose monitoring and testing beyond community-based and home settings to all

settings where the Nursing Assistant-Registered (NAR), Nursing Assistant-Certified (NAC), and Home Care Aids (HCAs) work, and it, removes from statute the timelines for RN supervision and evaluation of the delegated task of administering insulin and directs the commission to determine the interval in rule. Rules on blood glucose testing, monitoring, and nurse delegation may be needed to comply with SHB 1124 and the rulemaking process will provide the opportunity for interested party engagement, rule clarification, and possible amendments to address SHB 1124. For more information, please contact: Jessilyn Dagum**,** Policy Analyst NCQAC @ NCQAC.Rules@doh.wa.gov

Nursing Assistants Rules Workshops: These rules are implementing the work of the LTC Committee that Julie Ferguson and I have participated on for many years. NCQAC filed a CR-101 on February 8, 2021, under WSR 21-05-021 for Chapter 246-841 and Chapter 246-842, Nursing Assistants. A draft of Chapter 246-841 is attached for your review.

Draft Chapter 246-841

To Join workshops, click https://us02web.zoom.us/j/6555701680 the day & time of meeting.

- **Friday, January 13, 2023, 1-3 p.m.**
  - WAC 246-841-465 thru 490: Complaints, Investigations, Corrective Action Designations, Withdrawal of Approval, Appeals, Closure, Re-Application
- **Friday, January 27, 2023, 1-3 p.m.**
  - WAC 246-841-586 thru 595: Medication Assistant Certification Endorsement (MACE) Programs
  - WAC 246-841-530 thru 585: Alternative Programs
- **Friday, February 10, 2023, 1-3 p.m.**
  - WAC 246-841-600, 720, 990, 991: Violations, Mandatory Reporting, Fees and Renewal Cycle, Expired Credential

Department of Labor and Industries (L & I)

Job posting requirements for Employers: L & I has released an administrative policy to provide guidance on the Equal Pay and Opportunities Act (RCW 49.58). The law prohibits pay discrimination based on gender and promotes fairness among workers by addressing business practices that contribute to income disparities among genders. Employees and job applicants have rights under this law.

The administrative policy also addresses job posting requirements for employers brought about by the passage of Engrossed Substitute Senate Bill 5761. Effective Jan. 1, employers with 15 or more employees must provide a wage scale or salary range, plus information on benefits and other compensation in their job postings.

Employers who would like in-depth education on the Equal Pay and Opportunities Act can request a consultation with the EPOA team. A consultation is an educational opportunity and provides an informed assessment of possible risks specific to you as an employer as well as proposes resolutions to assist with future compliance with the law. As part of the consultation, L&I conducts a comprehensive review of your employment policies and practices to assess potential risks. Employers can also request a consultation about a specific concern. For more information, contact L&I's Equal Pay agents or 360-902-6625.

Health Care Authority (HCA)

I am still working with the HCA on setting up the new palliative care benefit. Just a reminder that the increased home health and private duty nursing rates begin on January 1, 2023.

Department of Social and Health Services (DSHS)

I attended the WA State Senior Lobby meeting on Monday, December 19th and they had a presentation by Bea Rector, DSHS Assistant Secretary for the Aging and Long-Term Support Administration (ALTSA). Attached you will find her presentation on issues of interest for the long-term care community.

12.16.2022 December Senior Lobby Meetinç

Sad News for In-Home Services Provider

Workplace Violence Regulations Reminder: We are deeply saddened by the senseless murder of Providence VNA home health nurse Doug Brant, on December 1, as he was caring for a patient in Spokane, Washington. While horrible events such as this are extremely rare for providers of care in the home, the home care and hospice community is working hard to make everyone, patients, and providers, feel safe during visits. Here is a list of resources for your organization to consider:

Laws/Regulations (Federal and State)

Federal-Workplace Violence Prevention for Health Care and Social Service Workers Act, H.R. 1195

To require certain employers in the health care and social service sectors, and certain employers in sectors that conduct activities similar to the activities in the health care and social service sectors, to develop and implement a comprehensive workplace violence prevention plan and carry out other activities or requirements described in section 103 to protect health care workers, social service workers, and other personnel from workplace violence.

https://www.congress.gov/bill/117th-congress/house-bill/1195/text

State-WA state Legislation: RCW 49.19
-49.19.020-Workplace Violence Plan/Security and safety assessment
https://app.leg.wa.gov/rcw/default.aspx?cite=49.19&full=true#49.19.020
*Every three years, each health care setting shall develop and implement a plan to prevent and protect employees from violence at the setting. In a health care setting with a safety committee established pursuant to RCW **49.17.050** and related rules, or workplace violence committee that is comprised of employee-elected and employer-selected members where the number of employee-elected members equal or exceed the number of employer-selected members, that committee shall develop, implement, and monitor progress on the plan.*

-49.19.030- Violence Prevention Training
https://app.leg.wa.gov/rcw/default.aspx?cite=49.19&full=true#49.19.030
*By July 1, 2020, and on a regular basis thereafter, as set forth in the plan developed under RCW **49.19.020**, each health care setting shall provide violence prevention training to all applicable employees, volunteers, and contracted security personnel, as determined by the plan.*

(2) The training shall occur within ninety days of the employee's initial hiring date unless he or she is a temporary employee.

*(3) The method and frequency of training may vary according to the information and strategies identified in the plan developed under RCW **49.19.020**. Trainings may include, but are not limited to, classes that provide an opportunity for interactive questions and answers, hands-on training, video training, brochures, verbal training, or other verbal or written training that is determined to be appropriate under the plan.*

Websites dedicated to Nurse safety

- OSHA (https://www.osha.gov/healthcare)
- NCQAC (WA State Board of Nursing)-(https://nursing.wa.gov/support-practicing-nurses/rules-laws-and-statements/laws)
- AMA-Safe Patient Handling Laws and Programs for Health Care Workers (https://journalofethics.ama-assn.org/article/safe-patient-handling-laws-and-programs-health-care-workers/2016-04)
- Nam-National Academy of Medicine (https://nam.edu/initiatives/clinician-resilience-and-well-being/)-national plan and resources around Clinician well-being.

HCAW Bill Status & Upcoming Events Report

Upcoming Events

Health & Long Term Care (Senate) - SHR 4 and Virtual JACB - 1/17 @ 8:00am

• SB 5103 - Public Hearing - Concerning payment to acute care hospitals for difficult to discharge medicaid patients. (Support)

Labor & Commerce (Senate) - SHR 1 and Virtual J.A. Cherberg - 1/17 @ 10:30am

• SB 5110 - Exec Session - Adding penalties for certain prohibited practices in chapter 49.44 RCW.

• SB 5236 - Public Hearing - Concerning hospital staffing standards. (Remote Testimony Available). (Oppose)

• SB 5286 - Exec Session - Modifying the premium provisions of the paid family and medical leave program.

Health Care & Wellness (House) - HHR A and Virtual JLOB - 1/17 @ 1:30pm

• HB 1035 - Public Hearing - Prohibiting health care entities from restricting the provision of certain health care services by health care providers.

Labor & Commerce (Senate) - SHR 1 and Virtual J.A. Cherberg - 1/19 @ 8:00am

• SB 5123 - Exec Session - Concerning the employment of individuals who lawfully consume cannabis.

Postsecondary Education & Workforce (House) - HHR B and Virtual JLOB - 1/20 @ 8:00am

• HB 1001 - Exec Session - Concerning the audiology and speech-language pathology interstate compact. (Support)

• HB 1021 - Exec Session - Aligning social worker licensing requirements.

Labor & Workplace Standards (House) - HHR D and Virtual JLOB - 1/20 @ 10:30am

• HB 1068 - Exec Session - Concerning injured workers' rights during compelled medical examinations.

• HB 1106 - Exec Session - Concerning qualifications for unemployment insurance when an individual voluntarily leaves work.

Bill #	Abbrev. Title	Short Description	Status	Sponsor	Position
HB 1001 (SB 5021)	Audiology & speech compact	Concerning the audiology and speech-language pathology interstate compact.	H Postsec Ed & W	Leavitt	Support
SHB 1009	Military spouse employment	Concerning military spouse employment.	H ICEVDPS	Leavitt	Support
HB 1011	Long-term care/repeal	Repealing the long-term services and supports trust program.	H HC/Wellness	Abbarno	
HB 1021 (SB 5354)	Social worker licensing	Aligning social worker licensing requirements.	H Postsec Ed & W	Thai	
HB 1035	Health care restrictions	Prohibiting health care entities from restricting the provision of certain health care services by health care providers.	H HC/Wellness	Walen	
HB 1068 (SB 5212)	Injured worker medical exams	Concerning injured workers' rights during compelled medical examinations.	H Labor & Workpl	Bronoske	
HB 1106	Unemployment/voluntary	Concerning qualifications for unemployment insurance when an individual voluntarily leaves work.	H Labor & Workpl	Fosse	
HB 1127	Adult protective services	Concerning adult protective services.	H Human Svc, You	Bateman	
HB 1140 (SB 5187)	Operating budget	Making 2023-2025 fiscal biennium operating appropriations.	H Approps	Ormsby	
HB 1141 (SB 5188)	Operating budget, supp.	Making 2021-2023 fiscal biennium second supplemental operating appropriations.	H Approps	Ormsby	
HB 1227	Employer health care funding	Assessing employers for their employees' health care costs paid by the state.	H Labor & Workpl	Reeves	
HB 1253 (SB 5213)	Pharmacy benefit managers	Concerning pharmacy benefit managers.	H HC/Wellness	Stonier	
HB 1255	Health care prof. SUD prg.	Reducing stigma and incentivizing health care professionals to participate in a substance use disorder monitoring and treatment program.	H HC/Wellness	Simmons	
HB 1281 (SB 5179)	Death with dignity act	Increasing access to the provisions of the Washington death with dignity act.	H HC/Wellness	Rude	Neutral
HB 1313	Health care afford./medicare	Improving health care affordability for older adults and people with disabilities on medicare.	H HC/Wellness	Farivar	
HB 1320 (SB 5061)	Personnel records	Concerning access to personnel records.	H Labor & Workpl	Reed	
HB 1340 (SB 5400)	Health professions/conduct	Concerning actions by health professions disciplining authorities against license applicants and license holders.	H HC/Wellness	Riccelli	
SB 5021 (HB 1001)	Audiology & speech compact	Concerning the audiology and speech-language pathology interstate compact.	S Health & Long	Wagoner	

SB 5036 (HB 1027)	Audio-only telemedicine	Concerning telemedicine.	S Rules 2	Muzzall	
SB 5044 (HB 1082)	PT & OT service corporations	Expanding opportunities for physical therapy and occupational therapy professionals to form professional service corporations.	S Health & Long	Muzzall	
SB 5061 (HB 1320)	Personnel records	Concerning access to personnel records.	S Labor & Comm	Kuderer	
SB 5103	Medicaid patients/discharge	Concerning payment to acute care hospitals for difficult to discharge medicaid patients.	S Health & Long	Muzzall	Support
SB 5110	Labor practices/penalties	Adding penalties for certain prohibited practices in chapter 49.44 RCW.	S Labor & Comm	Keiser	
SB 5115	Vuln. adults/mental abuse	Clarifying what constitutes mental abuse of vulnerable adults.	S Law & Justice	Hunt	
SB 5123	Cannabis/employment	Concerning the employment of individuals who lawfully consume cannabis.	S Labor & Comm	Keiser	
SB 5179 (HB 1281)	Death with dignity act	Increasing access to the provisions of the Washington death with dignity act.	S Health & Long	Pedersen	Neutral
SB 5187 (HB 1140)	Operating budget	Making 2023-2025 fiscal biennium operating appropriations.	S Ways & Means	Rolfes	
SB 5188 (HB 1141)	Operating budget, supp.	Making 2021-2023 fiscal biennium second supplemental operating appropriations.	S Ways & Means	Rolfes	
SB 5212 (HB 1068)	Injured worker medical exams	Concerning injured workers' rights during compelled medical examinations.	S Labor & Comm	Stanford	
SB 5236	Hospital staffing standards	Concerning hospital staffing standards.	S Labor & Comm	Robinson	Oppose
SB 5241 (HB 1263)	Health care marketplace	Concerning material changes to the operations and governance structure of participants in the health care marketplace.	S Law & Justice	Randall	
SB 5263	Psilocybin	Concerning access to psilocybin services by individuals 21 years of age and older.	S Labor & Comm	Salomon	
SB 5271	DOH facilities/enforcement	Protecting patients in facilities regulated by the department of health by establishing uniform enforcement tools.	S Health & Long	Cleveland	Support
SB 5278	Home care aide certification	Implementing audit recommendations to reduce barriers to home care aide certification.	S Health & Long	Wilson	Support
SB 5286	Paid leave premiums	Modifying the premium provisions of the paid family and medical leave program.	S Labor & Comm	Robinson	

Committee Name: Education Committee **Date:** 01/17/2023
Date of last committee meeting: Jan 16, 2023
Submitted by: Debra Strom, Chair

COMMITTEE UPDATES:

Annual Conference

May 2-4, 2023 at Campbell's Resort on Lake Chelan- ON TRACK

- 2 tracks: Clinical and Leadership
  - Logo Selected
  - Conference Schedule drafted, need confirmed speakers by 2/9/2023
    - Need DEI&B speaker
    - Need speaker for OASIS E Demention Scoring or other Dementia presentation
    - Need 3-4 panelists and a moderator to discuss safety assessment and changes in response to the recent shooting of a HH RN. Will develop several questions the panelists can address ahead of time. Need a strong moderator.
- Finalized conference costs- same as last year
- No virtual option; not fiscally viable at remote location
- Finalized sponsor and vendor fees
  - Consolidated and simplified-similar cost/value as last year. No vendor option determined for pre-con at this time.
    - Exploring options to allow vendors to be set up for ½ day pre-con within site restraints
  - Opening sponsor and vendor registration on 2/1/2023
- Poster Session Process in development; planning recorded presentations.

Webinar Series

- Leslie Emerick to provide legislative update—rescheduled to 1/18
- Evergreen submitted 3 physical therapy presentations for Webinars—Thank you!

BOARD ACTION REQUESTED:

Need several speakers/panelists for the annual conference confirmed by 2/9/2023. (see above)
Suggest speakers/topics of interest for webinars—need to schedule out this calendar year.

Next committee meeting information:
Date/Time: February 9, 2023
Location: Online

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HCAW EDUCATION & ANNUAL CONFERENCE COMMITTEE AGENDA

Date: January 12, 2023
Time: 1:00-2:00 pm
Chair: Deb Strom

Committee Membership: **Deb Strom, Carissa Linnane, Rachel Manchester, Sean Luzania, Meghan Guthrie, Shelley McDiarmid, Lisa Shaw, Imee Nebres, Gira Shah, Gretchen Anderson, Nathaniel Daniek**

Time	Item	Owner
3 min	Welcome! Approval of the November meeting notes.	All
5 min	OASIS Answers • January 30, 31st with Test February 1st. in Renton; hosted by Kaiser Permanente. Should we do 2 workshops in 2023? Are we obligated for 2 with OASIS Answers? Share poll results	Deb
5 min	Webinar update: Need to push out Leslie's legislative update—maybe to Feb. Need ideas for monthly webinars. What would you like to hear about?	Shelley or Carissa
30 min	Annual Conference in Lake Chelan May 2-4	All
	Keynote Speakers (maybe virtual) • Bill Dombi confirmed May 3rd • Mark Campbell confirmed May 4th plus an additional session in person ○ Suggestions for keynote topic; general HOME audience, then leadership focus in follow up session? Mark Campbell can speak to just about anything so what do we want him to focus on. Mindfulness is an area where we could tap into his genius. Keynote to be focused on all attendees, separate session to be leadership focus. Time management is only one option discussed…	All

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Time	Item	Owner
	Casey Jackson Pre-CON on motivational interviewing and combatting stress and burnout and compassion for separate session.	
	Conference Theme: The Future is Home; Approve Logo	Carissa
	Silent Auction & Wine Raffle Update	Carissa
	Review 2nd Draft V2 Conference Schedule Fill in open sessions, then brainstorm speakers for suggested topics; needs to be finalized by 2/9	Deb and Carissa
	Approve conference Fee Schedule Add PAC Donation as a round up/choose your donation after registration via PayPal. Approve Consolidated Vendor Fee packages; draft to vendor by 2/1	
5 min	Poster Session: See Draft in process…	
5 min	Other topics or wrap up	
2:00 pm	Adjourn	

Next Meeting: February 9, 2023 1:00-2:00 pm

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THE FUTURE IS

HOME

THE FUTURE IS

HOME

Time	Tuesday May 2	Wednesday May 3 Main Room	Wednesday May 3 Concurrent Session
7:00 AM - 7:30 AM	DRAFT	Registration	
7:30 AM - 8:00 AM		Awards Breakfast (do we need two hours?)	
8:00 AM - 8:30 AM		Keynote: Future trends for In-Home Services-Bill Dombin 90 min (Virtual)	
8:30 AM - 9:00 AM		Latest Policy and Legislative News-Leslie Emerick 30 min (slide room for Bill Going over or technical issues)	
9:00 AM - 9:30 AM		Picnic Lunch Visit the Poster Presentations/Silent Auction/Vendors	
9:30 AM - 10:00 AM			
10:00 AM - 10:30 AM			
10:30 AM - 11:00 AM			
11:00 AM - 11:30 AM			
11:30 AM - 12:00 PM	Registration	Session on stress and burnout TBD Casey Jacksonn	Sponsor Session Reserved
12:00 PM - 12:30 PM			
12:30 PM - 1:00 PM	Pre-con with snacks Casey Jackson--Motivational Interviewing with some focus on de-escalation techniques.	Wound Session I Meghan Guthrie Diabetic Ulcers and Foot Care	Vestibular Assessment and Therapy Mgmt Kelly O'Donaughy PT (not-confirmed)
1:00 PM - 1:30 PM		Dementia Scoring in OASIS E- Speaker TBD	DEI&B-speaker TBD
1:30 PM - 2:00 PM			
2:00 PM - 2:30 PM			
2:30 PM - 3:00 PM			
3:00 PM - 3:30 PM			
3:30 PM - 4:00 PM			
4:00 PM - 4:30 PM			
4:30 PM - 5:00 PM			
5:00 PM - 5:30 PM	President' Welcome Reception w/light appetizers Silent Auction Opens	Visit the vendors, Wine and Cheese Happy Hour; Wine Raffle Close Silent Auction at 6:30	
5:30 PM - 6:00 PM			
6:00 PM - 6:30 PM		Free time	
6:30 PM - 7:00 PM		No-Host Dinner Event at Local Restaurant at 7:00 Sign up for reservation	
7:00 PM - 7:30 PM			
7:30 PM - 8:00 PM			
8:00 PM - 8:30 PM			
8:30 PM - 9:00 PM			
9:00 PM			
		Clinician Track	Leadership Track
			Ideas: Priority Tool for Process Improvement projects In-home IP and Surveillance Program Marc Berg CON Presentation Safety Program for In-Home services VBP, decreasing rehospitalizations HCAHPS and successful improvement Safety for the HH Clinician--Employee Safety Could be a panel...

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Thursday May 4 Main Room	
Continental Breakfast Omlette Bar Visit Vendors and vote for Poster Presentations	
Keynote: (title TBD) -Mark Campbell 90 min Idea: Using Laser-Focus for success in the midst of chaos.	
Wound SessionII Meghan Guthrie Venouse Stasis Ulcers and Compression Treatment	Mark Campbell Session--Idea: Using nature to reset and restore your energy and purpose.
Panel on Safety Providence/Evergreen? Who else. 3-4 panelists; need a good moderatore. Preplanned questions. TBD	
Lunch Poster Awards and Raffle Prizes/ Vendors	
HCAW Annual Business Meeting	
Conference Closes; Safe Travels Home!	
Optional After Conference Event	

Clinician Track	Leadership Track

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Sponsor Prospectus

The HCAW Annual Conference is Washington's keystone event of the year! With more than 50 years of experience, HCAW has established itself as the premier voice of home care, home health, and hospice for Washington State, and has a diverse membership base of licensed agencies — and the administrators, managers and top-level clinicians employed by them.

Our goal is to offer your company a wide range of opportunities to create positive exposure that reinforces awareness of your products and services within Washington's in-home services industry. We want to help you position your company as a market leader. As a sponsor, you'll meet face-to-face with decision-makers and leave an enduring impression. Your investment in this event will deliver immediate and lasting benefits including:

Direct Access to Crucial Decision Makers

Many of the in-home services professionals who attend our Annual Conference are presidents, administrators, and managers. This powerful makeup ensures that you meet with decision-makers with real buying power.

Unparalleled Networking

With both educational and social events, such as the President's Reception, Annual Awards Breakfast, Silent Auction and Wine Raffle, you will have ample opportunities to not only meet, but also keep the conversation going long after the initial introduction.

Sponsorship Opportunities

HCAW is offering local sponsorship opportunities for the Pre-Con and our Annual Conference.

All Sponsors Receive:

- ✓ Logo and sponsorship recognition on the event website, social media, and in pre-conference promotional emails
- ✓ Sponsor acknowledgment during opening comments and recognition during sponsored events
- ✓ Logo included in the pre-session rotating slides
- ✓ Logo on event home page with direct link to your company's website
- ✓ Logo on all printed and digital collateral, including conference program
- ✓ Attendee packet insert at no additional cost *(flyer to be provided by sponsor company)*

Pre-Conference Sponsorships – May 2nd

Below are the local sponsorship opportunities available for the Pre-Conference Workshop.

	HCAW Member	Non-Member
Pre-Conference Day Sponsor (May 2nd)	$2,000	$3,500
A/V	$1,000	$1,500
Packet Inserts Only (8.5"x11" flyer)	$125	$250

Conference Title Sponsor

- ✓ Opportunity to provide a gift to all attendees staying at the Event hotel
- ✓ (1) Complimentary registration for your sponsored day
- ✓ Ability to present during a 1-hour Breakout Session during the conference. Topic and speakers to be approved by the HCAW Annual Meeting and Events committee.
- ✓ Special recognition during opening remarks and lunch for your sponsored day

Breakfast or Lunch Sponsor
- ✓ 10 Minute opportunity to address attendees and introduce lunch
- ✓ Recognized as Breakfast or Lunch Sponsor from the podium
- ✓ Your company logo on signage posted at meal station

AM or PM Break Sponsor
- ✓ Recognized as Break Sponsor from the podium
- ✓ Your company logo on signage posted at break area during breaks

A/V Sponsor
- ✓ Your company name will be the "official password". If no password is required, you will be recognized throughout the Event as the Wi-Fi sponsor.
- ✓ "A/V Sponsored by" on rotating slideshow on all A/V screens before presentations

Packet Inserts
- ✓ *Complimentary for companies sponsoring during the Pre-Conference Workshop.*
- ✓ One (1) color, double-sided 8.5"x 11" flyer will be included in attendee packets
- ✓ All artwork must be pre-approved by HCAW

HCAW Annual Conference Sponsorships – May 3rd & May 4th

Below are the local sponsorship opportunities available for the HCAW Annual Conference.

	HCAW Member	Non-Member
Conference Title Sponsor (May 3rd & 4th)	$4,000	$5,000
Breakfast (each)	$750	$1,250
AM or PM Break (each)	$500	$750
Lunch (each)	$1,500	$2,000
Breakout Session (each)	$750	$1,250
Keynote Speaker (May 4th) Mark Campbell	$1,500	$2,000
Awards Breakfast (May 3rd)	$2,000	$3,500
A/V	$2,000	$3,500
Registration Bags	$250	$400
Diversity, Equity, Inclusion + Belonging	$1,000	$1,500
Packet Inserts Only (8.5"x11" flyer)	$125	$250

Conference Day Sponsor
- ✓ Opportunity to provide a gift to all attendees staying at the Event hotel
- ✓ (1) Complimentary registration for your sponsored day
- ✓ Special recognition during opening remarks and lunch for your sponsored day

Breakfast or Lunch Sponsor
- ✓ Your company logo on signage posted at meal station

AM or PM Break Sponsor
- ✓ Your company logo on signage posted at break area during breaks

Breakout Session Sponsor
- ✓ Select the breakout session for your sponsorship *(based on availability)*
- ✓ Your company logo on signage posted outside breakout room

Keynote Speaker Sponsor
- ✓ Opportunity to introduce the Keynote presentation on May 4th.
- ✓ Your company logo on signage posted outside event room

- ✓ Your company logo on rotating slideshow on all A/V screens before presentation

Awards Breakfast Sponsor
- ✓ Opportunity for a representative to assist in presenting the awards during the Awards Luncheon
- ✓ Your company logo on signage posted at entrance to event and on rotating slideshow
- ✓ (1) Complimentary registration at the luncheon

Wi-Fi Sponsor
- ✓ Your company name will be the "official password". If no password is required, you will be recognized throughout the Event as the Wi-Fi sponsor

A/V Sponsor
- ✓ "A/V Sponsored by" on rotating slideshow on all A/V screens before presentations

Diversity, Equity, Inclusion + Belonging Sponsor
- ✓ (1) Complimentary Registration for your sponsored Day
- ✓ Special recognition during our DEI Focused Session of the Program

Registration Bags
- ✓ Sponsor logo featured on bag alongside HCAW logo
- ✓ Sponsor-provided bags will be used by all conference attendees
- ✓ Artwork must be pre-approved by HCAW

Packet Inserts
- ✓ *Complimentary for companies sponsoring during the Pre-Conference.*
- ✓ One (1) color, double-sided 8.5"x 11" flyer will be included in attendee packets
- ✓ All artwork must be pre-approved by HCAW

Registration Information:

Please Select Sponsorship Type

Sponsorship opportunities are on a first-come, first-served basis. We encourage you to request your spot early.

Pre-Conference May 2nd, 2023

☐ Conference Day Sponsor
☐ A/V Sponsor
☐ Packet Insert Sponsor

Annual Conference May 3rd & 4th, 2023

☐ Conference Title Sponsor
___ May 3rd & 4th
☐ Breakfast Sponsor
___ May 3rd
___ May 4th
☐ AM Break Sponsor
___ May 3rd
___ May 4th
☐ PM Break Sponsor
___ May 3rd
___ May 4th
☐ Lunch Sponsor
___ May 3rd
___ May 4th
☐ Breakout Session Sponsor
☐ Keynote Speaker Sponsor
☐ Awards Breakfast Sponsor
☐ A/V Sponsor
☐ Registration Bag Sponsor
☐ Diversity, Equity, Inclusion + Belonging Sponsor

Please check the following which apply to you:

☐ We're interested in discussing other sponsorship opportunities. Please contact me.
☐ We would like to donate a prize for the raffle drawing on Tuesday, May 2nd.
☐ We would like to donate a prize for the raffle drawing on Wednesday, May 3rd.
☐ We would like to donate an item for the Silent Auction on Wednesday, May 3rd.
☐ We would like to donate a prize for the raffle drawing on Thursday, May 4th.
☐ We would like to donate an item for the Silent Auction on Wednesday, May 3rd.

Contact Information

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Name: _____

Contact Phone: _____ Contact Email: _____

Payment Information

Total Amount: $ _____ ☐ Check Enclosed (payable to HCAW) ☐ Visa ☐ MasterCard

Card Number: _____ Exp: _____ CVV: _____

Billing Address: _____

City: _____ State: _____ Zip: _____

Name on Card: _____

Signature: _____

HCAW qualifies as a tax-exempt organization under Section 501(c)6 of the Internal Revenue Code. As such, your sponsorship is not deductible as a charitable contribution, but may be deductible as an ordinary and necessary business expense depending upon your individual tax circumstances – please consult your tax advisor.

Exhibiting Information

Dedicated Exhibit Hall Hours

Exhibit Hall hours are open so attendees will not have to choose whether to go to the Exhibit Hall or an educational session. The Hall will be open to maximize opportunities to meet attendees face-to-face and learn how your products can best serve their needs.

You're An Attendee Too!

As a registered exhibitor, you get to attend our conference. This means you can attend any of the keynote presentations and concurrent sessions alongside our attendees. These are fabulous opportunities to network with potential prospects and learn something new with your peers!

All Roads Lead To You

Attendees receive an exhibit hall map to help them locate your booth. These maps will have exhibitors and booth numbers listed if your contract for exhibiting space is submitted prior to the publication deadline. The map will be distributed onsite at registration to ensure every attendee receives one.

Tentative Exhibitor Schedule

Exhibitors will only be allowed access to their booth for move in and move out during the hours specified below:

Tuesday, May 2

7pm – 8pm Check-In & Setup

Wednesday, May 3

6:30am – 7:30am Check-In & Setup
7:30am – 5:00pm Exhibit Showcase

Thursday, May 4

6:30am – 7:30am Check-In & Setup
7:30am – 2:00pm Exhibit Showcase
2pm – 3pm Exhibit Move Out

Exhibiting Opportunities

Please check the following which apply to you:

☐ Our exhibit requires electrical outlets or connections.
☐ We're interested in sponsoring a special event. Please contact me.
☐ We would like to donate a prize for the drawing on Wednesday, May 3rd during lunch.
☐ We would like to donate an item for the Silent Auction on Wednesday, May 3rd.

Exhibitor Registration Form

I. Booth Attendee Information

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Website: _____

Primary Attendee

Name: _____

Title:

Phone: Email *(required)*:

Additional Attendee *(optional)*

Name:

Title:

II. Space Request – *indicate the type of space and quantity desired*

Conference Wednesday, May 3rd - Thursday, May 4th, 2023

- ☐ HCAW Member – $850
- ☐ Non-Member - $1000

All space assignments will be made on a first-come, first-served basis. HCAW reserves the right to assign space as equitably as possible.

***Cancellation Policy**: All cancellations and/or requests for refunds must be made in writing to HCAW. A full refund, less a $75 administrative fee will be granted on or before April 1, 2023. A 50% refund of total exhibit fees, less a $75 administrative fee will be granted upon written notice received by HCAW April 3–April 21, 2023. Commencing April 26, 2023, no refunds will be made. Full payment is due by April 27, 2023.*

III. Agreement

Exhibitor assumes responsibility and agrees to indemnify and defend the Home Care Association of Washington and Campbell's Resort and their respective employees and agents against any claims or expenses arising out of the use of the exhibition premises. The Exhibitor understands that neither the Home Care Association of Washington nor Campbell's Resort maintain insurance covering the Exhibitor's property and it is the sole responsibility of the Exhibitor to obtain such insurance.

Signature: Date:

Payment Information:

Total Amount: $ _____ ☐ Check Enclosed (payable to HCAW) ☐ Visa ☐ MasterCard

Card Number: Exp: CVV:

Billing Address:

City: State: Zip:

Signature:

Committee Name: QAPI Committee **Date: 1/10/2022**
Date of last committee meeting: No meeting in December, next Jan 24th
Submitted by: Debra Strom and Amber Hahn-Keenan

COMMITTEE UPDATES:

Decided to not meet in December d/t current capacity strain in Healthcare. The topic selected for the January Roundtable is an open forum for the attendees to present their QAPI projects that are either successful in reaching or surpassing the goal or that the team has felt stuck and not moving forward. Amber and Deb will be prepared to start the meeting with examples from their own programs in hopes that others will engage and also share projects from their agencies.

Amber, Deb, and Nathaniel will meet briefly on 1/16 at 11am to practice hosting and leading using the zoom credentials provided by Carissa.

Carissa has been great with her limited capacity, and is sending the invites out for us and sharing the registration list(s).

BOARD ACTION REQUESTED:

- Feedback on the open mike type round table or suggestions for future topics.
- This committee takes more work as Carissa cannot support it. Consider at the time of contract renewal if this should be included in Carissa's work. By then we should know if the membership is finding this worthwhile or not.
- Continue to share committee offerings and support attendance.

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2023 Committee Report

Committee Name: PAC Fundraising **Date: 1/19/23**
Date of last committee meeting: 1/4/23
Submitted by: Gina Anderson

COMMITTEE UPDATES:

Committee has met and discussed fundraising options for PAC at the Annual Conference.

1. Wine Raffle-30 bottles of wine
2. Silent Auction-15 auction baskets
3. Golden Ticket-$100 ticket at chance to win Seattle Weekend (Kraken tickets, hotel, restaurant gift cards and 120k Alaska Airline miles)
4. Donation Gift-gift TBD for a $40 donation (flashing ring, special glass, etc…)

BOARD ACTION REQUESTED:

1. **Would like 1-2 Volunteers to be on the committee**
2. **Each volunteer to request 5 gift baskets from Community Partners and wine donations**
3. **Board members not on committee to help secure items for Golden Ticket prize and wine donations if possible**

Next committee meeting information:
Date/Time: 1/25 at 9:30 am
Location: MS Teams