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

# HCAW Board Packet

*April 27th, 2024*

**Please Join on your computer, mobile app or room device.**

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Meeting ID: 226 442 969 925
Passcode: oAwj8L

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# Table of Contents

Agenda ……..…….. 3

Meeting Minutes – March 2024 ……4

February Financial Reports:

Financial Report Summary ……..…… 7

Balance Sheet YTD Previous Year Comparison…….…….. 8

Profit & Loss Previous Year Comparison …… 10

Profit & Loss Previous Year Comparison - March 2024 ….…….12

Baird Investment Statements…… 14

Public Policy Director Report by Leslie Emerick – March 2024 ……..…… 21

# HCAW April 2024 Board Meeting Agenda

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

| **Date: 4/27** | | **Time:** 3:00 p.m.-4:00 p.m. | **Location:** Shelly's Home | |
|---|---|---|---|---|
| **TIME** | **TOPIC** | **DISCUSSION** | **ACTION PLAN** | **RESPONSIBLE** |
| 3:00 p.m. | Welcome | Welcome | | Shelly |
| 3:05 p.m. | Call to Order | Welcome/Updates<br>• Consent Agenda:<br>  ○ March 2024 Minutes<br>  ○ March 2024 Financials | Acceptance | Shelly |
| 3:10 p.m. | Public Policy | Public Policy Director Report<br>• A Year in Review Highlights<br>• Report in Packet | Review & Questions | Leslie |
| 3:25 p.m. | General Business | Updates<br>• Announcements<br>• EVV Status<br>  ○ Polsinelli Update | | Shelly |
| 3:40 p.m. | Committee Report<br>Reports in packet | Annual Business Meeting<br>• AME Committee<br>• PAC Auction & Raffle<br>• Membership<br>• Public Policy | Discussion | Gina/Imee<br><br>All |
| 3:50 p.m. | Open Discussion | Is there anything you would like to bring to the group? | Review & Questions | All |
| 4:00 p.m. | Adjourn/Action Items | Action items | | Shelly<br>Carissa |

*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.*

**Executive Committee Meeting Minutes**
Thursday, March 21, 2024
MS Teams

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

## ATTENDANCE

**Board: In-Person** President - Shelly McDiarmid, President Elect - Deb Strom, Secretary - Sheena Paylor, Past President - Brent Korte, Treasurer – Kelly Pajinag, Regina Anderson, Jason Darling, Ryan Larsen, Mirna Musun, Kate Morrison,

**Staff:** Carissa Linnane, Leslie Emerick

**Not in Attendance:** Amber Hahn-Keenan, Imee Vi-Nebres

**Meeting called to order at 9:02 pm by Shelly McDiarmid**

## CONSENT AGENDA

February Minutes and Financials – Approved

## PUBLIC POLICY

Review of key points in the packet provided in the public policy Leslie Emerick

The legislative session has ended, 348 bills passed, and two-thirds failed. We tracked seventy-four bills at the beginning of the session and only thirty-one passed.

*In Home Services Roadmap*
budget provision approved. John Hilger will initiate this process at the DOH and Pat Justis will support this project over the next year.

*PDN & HH Rate Increase*
A 7.5% increase for home health and PDN is included in the budget. Joe Schmidt was the one that proposed the floor amendment in the house and participated in the final budget negotiations. We also were able to lessen the gap in rate reimbursement between DSHS and HCA for PDN. This increase covers the loss of the COVID reimbursement funding.

*Palliative Care Workgroup*
The bill was signed by the Governor on Monday and Leslie E. has the pen to prove it.

*General Updates*
There is expected to be a significant shift in the legislature this year. The initiatives to the people, 3 of 6 passed.

*EVV*
The status of our letter has not changed with Polsinelli. Leslie E. would like to host a meeting with the governor's office to discuss this topic. The board to discuss Polsinelli's involvement shortly.

*Certificate of Need*
HB 2128 passed to finance a study concerning the modernization of Certificate of Need on a reduced budget.

## GENERAL BUSINESS

*Board Elections*
Brent K. shared that the committee is working to prepare a slate over the next 2 days. Mirna M., Gira S., Katie W., Ron B. are participating on the committee this year**. Brent K. is working to organize a call with the committee and will share the slate prepared with the board via email.** We have identified the officer's slate and still need to finalize our director slate.

*Electronic Visit Verification (EVV)*
We have not heard from Polsinelli and have been unable to determine when we will have a letter in hand. A board discussion followed about how to manage this relationship moving forward. **Carissa L. and Shelly M. to review our contract prior to contacting Angelo Polsinelli.**

*Clinical Director*
We have interviewed one of the four candidates. More to come soon.

## COMMITTEE REPORT

Education Committee

A complete report was shared as part of the board packet.

*Webinars Update*
The March webinar registration is up to forty-nine.

*Annual Conference*
Register and secure your room today. We have thirty-one attendees registered for this event and would like to see this number increase substantially. Shelly M. to host the board meeting on 4/27 at her home.

*PAC Auction & Raffle*
Bring wine and gift baskets. **Please let Carissa L. know if you can contribute a gift basket and wine.** Shelly M. shared the historically donated wine and gift baskets. **Gina A. to share popular gift basket ideas.**

Mirna and Kate agreed to donate wine and a gift basket.

Membership Committee
A complete report was shared as part of the board packet.

Board direction requested regarding the status of Ashley House's membership. The board agreed that Ashley House can no longer participate in the association as an affiliate member. **Shelly M. agreed to call Mike Pugsley and find a path forward.**

The meeting closed at 10:05 am.

**Action Items:**

**All:**

- Let Carissa L. know if you can donate wine and a gift basket.

**Brent:**

- Assemble the Nominations and elections committee and prepare a slate of candidates to present to the board prior to 3/29.

**Gina:**

- Share popular gift basket ideas.

**Shelly & Carissa:**

- Review Polsinelli Contract. Angelo Polsinelli.

**Shelly:**

- Contact Angelo Polsinelli about the status of the work.
- Contact Mike P. with Ashley House to discuss membership.

**Financial Report Notes** Prepared April 9, 2024, by Carissa Linnane, Executive Director

- **Operational Health Snapshot**
  - As of March 31st, our net income is $ 215,543.45; A $165,543 increase from the previous YTD. We have achieved 331% of our budgeted income target. Our total current assets are $579,103, up 10% from the previous YTD.

- **Balance Sheet**
  - Current Assets:
    - Umpqua Checking: Balance $237,053 up $39,436 from the previous YTD.
    - Baird Investments:
      - Investment Assets: $151,532 up $7,982 from the previous YTD.
      - Cash & Equivalents: $5,531 up $266 from the previous YTD.
    - Money Market: has remained stable at $65,835.
    - Prepaid Workshop and other prepaid expenses booked as expected through 23-24 FY; Entries for 23-24 deferred member dues income and other subscriptions have booked as earned or expended through year end.
    - HCAW PAC: Balance $10,230
    - Accounts Receivables:
      - Outstanding Invoices: $108,434 (Primarily 2024 Member Dues).
    - Accounts Payable:
      - Outstanding Balance: $48

- **P&L to Budget:**
  - INCOME:
    - Dues: Monthly deferred dues entries were recorded as received for March 2024 based on 2024 dues invoices.
    - Jobs Board Income: $1,389 YTD.
    - Programming & Education
      - Workshops & Seminars: YTD earnings are $11,540.
      - Annual Conference: $22,543 Entries through March 31st.
      - Total Programming: $34,083
  - EXPENSES:
    - All is ordinary through admin, member retention, Advocacy, and organizational expenses.
    - Deferred entries for NAHC Dues, Soft Edge, and other subscriptions entered in January 2024.
    - OA Workshop: Paid $12,000 Fee.
    - Berg Data: $10,000 Annual Subscription Fee.
    - Polsinelli: $7,500 Fee – Phase 1 HCA Letter.
- **P&L Previous Year Comparison:**
  - Report in line with the previous YTD. In many areas we have spent less than the previous year to date as the result of changes to our programming offerings.

# Home Care Association of Washington
## Balance Sheet Prev Year Comparison
## As of March 31, 2024

| | Mar 31, 24 | Mar 31, 23 | $ Change | % Change |
|---|---|---|---|---|
| ASSETS | | | | |
| Current Assets | | | | |
| Checking/Savings | | | | |
| Baird Cash and Equivalents | 5,531.20 | 5,265.02 | 266.18 | 5.06% |
| Bairds Investment Assets | 151,532.97 | 143,550.78 | 7,982.19 | 5.56% |
| Umpqua Checking - 0944 | 237,053.78 | 197,617.12 | 39,436.66 | 19.96% |
| Umpqua Money Mkt #0936 | 65,838.11 | 65,739.16 | 98.95 | 0.15% |
| Umpqua PAC - 0951 | 10,230.46 | 2,744.81 | 7,485.65 | 272.72% |
| Total Checking/Savings | 470,186.52 | 414,916.89 | 55,269.63 | 13.32% |
| Accounts Receivable | | | | |
| Accounts Receivable | 108,434.37 | 106,213.48 | 2,220.89 | 2.09% |
| Total Accounts Receivable | 108,434.37 | 106,213.48 | 2,220.89 | 2.09% |
| Other Current Assets | | | | |
| Prepaid Expenses | 256.25 | 976.25 | -720.00 | -73.75% |
| Prepaid Insurance | -1,173.78 | 376.15 | -1,549.93 | -412.05% |
| Prepaid Workshop Expenses | 1,400.00 | 1,400.00 | 0.00 | 0.0% |
| Undeposited Funds | 0.00 | 149.25 | -149.25 | -100.0% |
| Total Other Current Assets | 482.47 | 2,901.65 | -2,419.18 | -83.37% |
| Total Current Assets | 579,103.36 | 524,032.02 | 55,071.34 | 10.51% |
| TOTAL ASSETS | 579,103.36 | 524,032.02 | 55,071.34 | 10.51% |
| LIABILITIES & EQUITY | | | | |
| Liabilities | | | | |
| Current Liabilities | | | | |
| Accounts Payable | | | | |
| Accounts Payable | 48.35 | 545.17 | -496.82 | -91.13% |
| Total Accounts Payable | 48.35 | 545.17 | -496.82 | -91.13% |
| Other Current Liabilities | | | | |
| Deferred Dues | | | | |
| Affiliate Dues | 1,666.67 | 1,724.99 | -58.32 | -3.38% |
| Provider Dues | 26,245.34 | 206,299.29 | -180,053.95 | -87.28% |
| Total Deferred Dues | 27,912.01 | 208,024.28 | -180,112.27 | -86.58% |
| Total Other Current Liabilities | 27,912.01 | 208,024.28 | -180,112.27 | -86.58% |
| Total Current Liabilities | 27,960.36 | 208,569.45 | -180,609.09 | -86.59% |
| Total Liabilities | 27,960.36 | 208,569.45 | -180,609.09 | -86.59% |
| Equity | | | | |
| Retained Earnings | 98,055.05 | 27,918.40 | 70,136.65 | 251.22% |
| Unrestricted Net Assets | 237,544.50 | 237,544.50 | 0.00 | 0.0% |
| Net Income | 215,543.45 | 49,999.67 | 165,543.78 | 331.09% |
| Total Equity | 551,143.00 | 315,462.57 | 235,680.43 | 74.71% |
| TOTAL LIABILITIES & EQUITY | 579,103.36 | 524,032.02 | 55,071.34 | 10.51% |

# Home Care Association of Washington
## Profit & Loss Prev Year Comparison
## July 2023 through March 2024

| | Jul '23 - Mar 24 | Jul '22 - Mar 23 | $ Change | % Change |
|---|---|---|---|---|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| PAC Contributions | 4,730.76 | 2,500.00 | 2,230.76 | 89.23% |
| MEMBERSHIP | | | | |
| Affiliate Dues | 2,533.31 | 3,299.76 | -766.45 | -23.23% |
| Provider Dues | 320,288.79 | 152,798.07 | 167,490.72 | 109.62% |
| Total MEMBERSHIP | 322,822.10 | 156,097.83 | 166,724.27 | 106.81% |
| OPERATING | | | | |
| Job Target/Career Board | 1,389.75 | 825.00 | 564.75 | 68.46% |
| Total OPERATING | 1,389.75 | 825.00 | 564.75 | 68.46% |
| PROGRAMMING | | | | |
| Annual Meeting/Conv - Spring | | | | |
| Sponsorships/Endorsements/Rebat | 3,948.25 | 6,200.00 | -2,251.75 | -36.32% |
| Annual Meeting/Conv - Spring - Other | 18,595.00 | 1,917.50 | 16,677.50 | 869.75% |
| Total Annual Meeting/Conv - Spring | 22,543.25 | 8,117.50 | 14,425.75 | 177.71% |
| OCS OASIS Partnership | 0.00 | 60.00 | -60.00 | -100.0% |
| Workshops/Seminars | 11,540.00 | 54,999.15 | -43,459.15 | -79.02% |
| Total PROGRAMMING | 34,083.25 | 63,176.65 | -29,093.40 | -46.05% |
| Total Income | 363,025.86 | 222,599.48 | 140,426.38 | 63.09% |
| Gross Profit | 363,025.86 | 222,599.48 | 140,426.38 | 63.09% |
| Expense | | | | |
| PAC Expenses | | | | |
| Bank / Merchant Fees | 87.74 | 87.74 | 0.00 | 0.0% |
| PAC Contributions | 1,800.00 | 0.00 | 1,800.00 | 100.0% |
| Total PAC Expenses | 1,887.74 | 87.74 | 1,800.00 | 2,051.52% |
| ADMINISTRATIVE | | | | |
| Travel | 148.70 | 221.25 | -72.55 | -32.79% |
| Professional Fees | | | | |
| Tax Return Prep | 1,800.00 | 1,800.00 | 0.00 | 0.0% |
| Total Professional Fees | 1,800.00 | 1,800.00 | 0.00 | 0.0% |
| Bank / Merchant Fees | 3,681.75 | 3,349.35 | 332.40 | 9.92% |
| Business License | 0.00 | 70.00 | -70.00 | -100.0% |
| Insurance | 3,238.78 | 1,874.59 | 1,364.19 | 72.77% |
| Management | 62,100.00 | 62,100.00 | 0.00 | 0.0% |
| Miscellaneous | 330.76 | 0.00 | 330.76 | 100.0% |
| Office Supplies | 24.52 | 355.03 | -330.51 | -93.09% |
| Postage | 13.60 | 142.70 | -129.10 | -90.47% |
| Printing/Copies | 365.64 | 409.27 | -43.63 | -10.66% |
| Publications/Subscriptions | 549.35 | 1,031.75 | -482.40 | -46.76% |
| Telephone | 338.89 | 273.83 | 65.06 | 23.76% |
| Total ADMINISTRATIVE | 72,591.99 | 71,627.77 | 964.22 | 1.35% |
| ADVOCACY | | | | |

# Home Care Association of Washington
## Profit & Loss Prev Year Comparison
## July 2023 through March 2024

| | Jul '23 - Mar 24 | Jul '22 - Mar 23 | $ Change | % Change |
|---|---|---|---|---|
| Lobbyist Expenses | 199.25 | 0.00 | 199.25 | 100.0% |
| Lobbyist/Legislative Consultant | 36,000.00 | 40,000.00 | -4,000.00 | -10.0% |
| Policy & Advocacy | 19,483.75 | 11,830.00 | 7,653.75 | 64.7% |
| Total ADVOCACY | 55,683.00 | 51,830.00 | 3,853.00 | 7.43% |
| COMMUNICATIONS | | | | |
| Newsletters/Publications | 38.88 | 0.00 | 38.88 | 100.0% |
| Website- Reg & Maint | 36.45 | 558.64 | -522.19 | -93.48% |
| Total COMMUNICATIONS | 75.33 | 558.64 | -483.31 | -86.52% |
| LEADERSHIP | | | | |
| Board Meetings | 32.26 | 225.19 | -192.93 | -85.67% |
| Strategic Planning | 434.35 | 2,340.59 | -1,906.24 | -81.44% |
| Total LEADERSHIP | 466.61 | 2,565.78 | -2,099.17 | -81.81% |
| MEMBERSHIP SERVICE/RETENTION | | | | |
| Clinical Director | 299.00 | 10,433.09 | -10,134.09 | -97.13% |
| NAHC Dues/Other Memberships | 562.50 | 500.00 | 62.50 | 12.5% |
| Public Relations/ Awards | 0.00 | 213.25 | -213.25 | -100.0% |
| Total MEMBERSHIP SERVICE/RETENTION | 861.50 | 11,146.34 | -10,284.84 | -92.27% |
| PROGRAMS | | | | |
| Annual Mtg/Convention Spring | | | | |
| A/V - Technology | 85.40 | 0.00 | 85.40 | 100.0% |
| Food and Beverage | 8,370.00 | 74.43 | 8,295.57 | 11,145.47% |
| Printing & Supplies | 44.30 | 0.00 | 44.30 | 100.0% |
| Total Annual Mtg/Convention Spring | 8,499.70 | 74.43 | 8,425.27 | 11,319.72% |
| Workshops/Seminar Expense | | | | |
| A/V-Technology | 3,616.18 | 4,047.97 | -431.79 | -10.67% |
| Food and Beverage | 0.00 | 4,687.67 | -4,687.67 | -100.0% |
| Lodging & Transportation | 0.00 | 5,755.11 | -5,755.11 | -100.0% |
| Other Workshops/Seminar Expense | 0.00 | 368.19 | -368.19 | -100.0% |
| Speaker | 12,000.00 | 20,000.00 | -8,000.00 | -40.0% |
| Printing & Supplies | 1,190.22 | 5,620.90 | -4,430.68 | -78.83% |
| Total Workshops/Seminar Expense | 16,806.40 | 40,479.84 | -23,673.44 | -58.48% |
| Total PROGRAMS | 25,306.10 | 40,554.27 | -15,248.17 | -37.6% |
| Total Expense | 156,872.27 | 178,370.54 | -21,498.27 | -12.05% |
| Net Ordinary Income | 206,153.59 | 44,228.94 | 161,924.65 | 366.11% |
| Other Income/Expense | | | | |
| Other Income | | | | |
| Interest & Dividends | 3,852.10 | 2,584.94 | 1,267.16 | 49.02% |
| Gain/Loss on Investments | 5,537.76 | 3,185.79 | 2,351.97 | 73.83% |
| Total Other Income | 9,389.86 | 5,770.73 | 3,619.13 | 62.72% |
| Net Other Income | 9,389.86 | 5,770.73 | 3,619.13 | 62.72% |
| Net Income | 215,543.45 | 49,999.67 | 165,543.78 | 331.09% |

# Home Care Association of Washington
## Profit & Loss Budget vs. Actual
## July 2023 through March 2024

| | Jul '23 - Mar 24 | Budget | % of Budget |
|---|---|---|---|
| Ordinary Income/Expense | | | |
| Income | | | |
| PAC Contributions | 4,730.76 | 10,000.00 | 47.31% |
| MEMBERSHIP | | | |
| Affiliate Dues | 2,533.31 | 3,500.00 | 72.38% |
| Provider Dues | 320,288.79 | 224,400.00 | 142.73% |
| Total MEMBERSHIP | 322,822.10 | 227,900.00 | 141.65% |
| OPERATING | | | |
| Job Target/Career Board | 1,389.75 | 1,500.00 | 92.65% |
| Total OPERATING | 1,389.75 | 1,500.00 | 92.65% |
| PROGRAMMING | | | |
| Annual Meeting/Conv - Spring | | | |
| Sponsorships/Endorsements/Rebat | 3,948.25 | 10,000.00 | 39.48% |
| Annual Meeting/Conv - Spring - Other | 18,595.00 | 45,000.00 | 41.32% |
| Total Annual Meeting/Conv - Spring | 22,543.25 | 55,000.00 | 40.99% |
| OCS OASIS Partnership | 0.00 | 500.00 | 0.0% |
| Workshops/Seminars | 11,540.00 | 40,000.00 | 28.85% |
| Total PROGRAMMING | 34,083.25 | 95,500.00 | 35.69% |
| Total Income | 363,025.86 | 334,900.00 | 108.4% |
| Gross Profit | 363,025.86 | 334,900.00 | 108.4% |
| Expense | | | |
| PAC Expenses | | | |
| General PAC Expenses | 0.00 | 300.00 | 0.0% |
| Bank / Merchant Fees | 87.74 | 350.00 | 25.07% |
| PAC Contributions | 1,800.00 | 10,000.00 | 18.0% |
| Total PAC Expenses | 1,887.74 | 10,650.00 | 17.73% |
| ADMINISTRATIVE | | | |
| Travel | 148.70 | 3,500.00 | 4.25% |
| Professional Fees | | | |
| Tax Return Prep | 1,800.00 | 1,800.00 | 100.0% |
| Total Professional Fees | 1,800.00 | 1,800.00 | 100.0% |
| Bank / Merchant Fees | 3,681.75 | 5,000.00 | 73.64% |
| Business License | 0.00 | 20.00 | 0.0% |
| Insurance | 3,238.78 | 2,300.00 | 140.82% |
| Management | 62,100.00 | 82,800.00 | 75.0% |
| Miscellaneous | 330.76 | 0.00 | 100.0% |
| Office Supplies | 24.52 | 300.00 | 8.17% |
| Postage | 13.60 | 350.00 | 3.89% |
| Printing/Copies | 365.64 | 400.00 | 91.41% |
| Publications/Subscriptions | 549.35 | 1,500.00 | 36.62% |
| Telephone | 338.89 | 500.00 | 67.78% |
| Total ADMINISTRATIVE | 72,591.99 | 98,470.00 | 73.72% |

# Home Care Association of Washington
## Profit & Loss Budget vs. Actual
## July 2023 through March 2024

| | Jul '23 - Mar 24 | Budget | % of Budget |
|---|---|---|---|
| ADVOCACY | | | |
| Lobbyist Expenses | 199.25 | 1,000.00 | 19.93% |
| Lobbyist/Legislative Consultant | 36,000.00 | 48,000.00 | 75.0% |
| Policy & Advocacy | 19,483.75 | 11,500.00 | 169.42% |
| Total ADVOCACY | 55,683.00 | 60,500.00 | 92.04% |
| COMMUNICATIONS | | | |
| Newsletters/Publications | 38.88 | | |
| Website- Reg & Maint | 36.45 | 2,000.00 | 1.82% |
| Total COMMUNICATIONS | 75.33 | 2,000.00 | 3.77% |
| LEADERSHIP | | | |
| Board Meetings | 32.26 | 1,750.00 | 1.84% |
| Strategic Planning | 434.35 | 1,500.00 | 28.96% |
| Total LEADERSHIP | 466.61 | 3,250.00 | 14.36% |
| MEMBERSHIP SERVICE/RETENTION | | | |
| Clinical Director | 299.00 | 31,500.00 | 0.95% |
| Clinical Director Expenses | 0.00 | 500.00 | 0.0% |
| NAHC Dues/Other Memberships | 562.50 | 1,500.00 | 37.5% |
| Public Relations/ Awards | 0.00 | 350.00 | 0.0% |
| Total MEMBERSHIP SERVICE/RETENTION | 861.50 | 33,850.00 | 2.55% |
| PROGRAMS | | | |
| Annual Mtg/Convention Spring | | | |
| A/V - Technology | 85.40 | 5,500.00 | 1.55% |
| Food and Beverage | 8,370.00 | 25,000.00 | 33.48% |
| Lodging | 0.00 | 1,000.00 | 0.0% |
| Speaker | 0.00 | 10,000.00 | 0.0% |
| Printing & Supplies | 44.30 | 1,500.00 | 2.95% |
| Annual Mtg/Convention Spring - Other | 0.00 | 1,000.00 | 0.0% |
| Total Annual Mtg/Convention Spring | 8,499.70 | 44,000.00 | 19.32% |
| Workshops/Seminar Expense | | | |
| A/V-Technology | 3,616.18 | 3,250.00 | 111.27% |
| Food and Beverage | 0.00 | 4,500.00 | 0.0% |
| Lodging & Transportation | 0.00 | 1,500.00 | 0.0% |
| Other Workshops/Seminar Expense | 0.00 | 1,000.00 | 0.0% |
| Speaker | 12,000.00 | 20,000.00 | 60.0% |
| Printing & Supplies | 1,190.22 | 4,000.00 | 29.76% |
| Total Workshops/Seminar Expense | 16,806.40 | 34,250.00 | 49.07% |
| Total PROGRAMS | 25,306.10 | 78,250.00 | 32.34% |
| Total Expense | 156,872.27 | 286,970.00 | 54.67% |
| Net Ordinary Income | 206,153.59 | 47,930.00 | 430.11% |
| Other Income/Expense | | | |
| Other Income | | | |
| Interest & Dividends | 3,852.10 | 750.00 | 513.61% |

# Home Care Association of Washington
## Profit & Loss Budget vs. Actual
## July 2023 through March 2024

| | Jul '23 - Mar 24 | Budget | % of Budget |
|---|---|---|---|
| Gain/Loss on Investments | 5,537.76 | 2,500.00 | 221.51% |
| Total Other Income | 9,389.86 | 3,250.00 | 288.92% |
| Net Other Income | 9,389.86 | 3,250.00 | 288.92% |
| Net Income | 215,543.45 | 51,180.00 | 421.15% |

# Home Care Association of Washington
## Balance Sheet
## As of March 31, 2024

| | Mar 31, 24 |
|---|---|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| Baird Cash and Equivalents | 5,531.20 |
| Bairds Investment Assets | 151,532.97 |
| Umpqua Checking - 0944 | 237,053.78 |
| Umpqua Money Mkt #0936 | 65,838.11 |
| Umpqua PAC - 0951 | 10,230.46 |
| Total Checking/Savings | 470,186.52 |
| Accounts Receivable | |
| Accounts Receivable | 108,434.37 |
| Total Accounts Receivable | 108,434.37 |
| Other Current Assets | |
| Prepaid Expenses | 256.25 |
| Prepaid Insurance | -1,173.78 |
| Prepaid Workshop Expenses | 1,400.00 |
| Total Other Current Assets | 482.47 |
| Total Current Assets | 579,103.36 |
| TOTAL ASSETS | 579,103.36 |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| Accounts Payable | 48.35 |
| Total Accounts Payable | 48.35 |
| Other Current Liabilities | |
| Deferred Dues | |
| Affiliate Dues | 1,666.67 |
| Provider Dues | 26,245.34 |
| Total Deferred Dues | 27,912.01 |
| Total Other Current Liabilities | 27,912.01 |
| Total Current Liabilities | 27,960.36 |
| Total Liabilities | 27,960.36 |
| Equity | |
| Retained Earnings | 98,055.05 |
| Unrestricted Net Assets | 237,544.50 |
| Net Income | 215,543.45 |
| Total Equity | 551,143.00 |
| TOTAL LIABILITIES & EQUITY | 579,103.36 |

Statement Period: **MARCH 1 - MARCH 31, 2024**
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 March 1, 2024* | *Year-to-Date January 1, 2024* |
|---|---|---|
| **Beginning Balance** | **$157,064.17** | **$154,819.16** |
| Cash Deposits | | |
| Cash Withdrawals | | |
| Income and Distributions | 516.89 | 1,365.03 |
| Other Transactions | | -384.91 |
| Change in Value* | 3,233.33 | 5,015.11 |
| **Total Assets: March 31, 2024** | **$160,814.39** | **$160,814.39** |

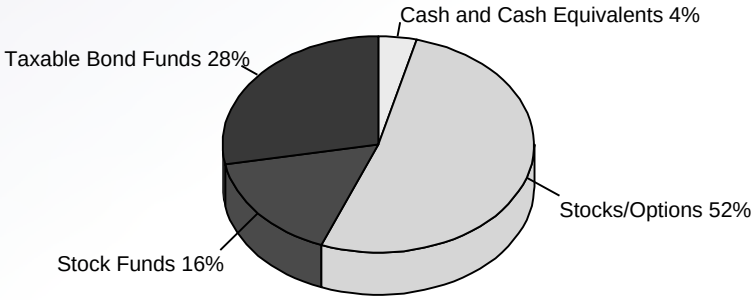
* Change in Value may include assets received in and/or delivered out.

## 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, 2023 audited statement of financial condition for Robert W. Baird & Co. Inc. is available at www.rwbaird.com. A printed copy is also available by calling 1-888-792-3210. Baird's net capital was approximately $792,434,000 which is approximately $788,173,000 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.

## ASSET SUMMARY

| | Value as of March 31, 2024 | | | | Gains/(-)Losses | | |
|---|---|---|---|---|---|---|---|
| | | | | | | Realized | |
| | *At Baird* | *Not at Baird* | *Total* | *% of Assets ** | *Unrealized* | *This Period* | *Year-to-Date* |
| Cash | 14.99 | | 14.99 | 0.01% | | | |
| Money Market/Bank Deposit | 5,751.69 | | 5,751.69 | 3.58% | | | |
| Margin | | | | | | | |
| **Cash and Cash Equivalents** | **$5,766.68** | | **$5,766.68** | **3.59%** | | | |
| Stocks/Options | 84,696.49 | | 84,696.49 | 52.66% | 10,471.09 | | |
| Stock Funds | 25,742.56 | | 25,742.56 | 16.01% | 9,485.13 | | |
| Preferred Stocks | | | | | | | |
| Balanced Funds | | | | | | | |
| Tax-Exempt Bonds | | | | | | | |
| Tax-Exempt Bond Funds | | | | | | | |
| Taxable Bonds | | | | | | | |
| Taxable Bond Funds | 44,608.66 | | 44,608.66 | 27.74% | -10,158.44 | | |
| Unit Investment Trusts | | | | | | | |
| Annuities | | | | | | | |
| Baird Capital | | | | | | | |
| Other Investments | | | | | | | |
| **Portfolio Assets** | **$155,047.71** | | **$155,047.71** | **96.41%** | **$9,797.78** | **$0.00** | **$0.00** |
| **Total Assets** | **$160,814.39** | | **$160,814.39** | **100.00%** | **$9,797.78** | **$0.00** | **$0.00** |

## INCOME & DISTRIBUTION SUMMARY **

| | | *This Period* | *Year-to-Date* |
|---|---|---|---|
| Dividends | Tax-Exempt | | |
| | Taxable - Qualified | 152.67 | 529.72 |
| | Taxable - Non-Qualified | 354.40 | 617.97 |
| Interest | Tax-Exempt | | |
| | Taxable | 9.82 | 27.63 |
| Capital Gain Distributions | | | |
| Return of Principal | | | |
| Other | | | |
| **Total Income and Distributions** | | **$516.89** | **$1,175.32** |

## 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, March 31, 2024.
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* | *Anticipated Annualized Income* | *Current Annualized Yield %* |
|---|---|---|---|---|
| CASH | 14.99 | 14.99 | | |
| FDIC INSURED DEPOSIT MULTI-BANK | 5,751.69 | 5,751.69 | 118.14 | 2.05% |

Annual Percentage Yield earned from 03/01/24 - 03/31/24 was 2.30%.

Deposits are insured by the FDIC up to $2,500,000 per depositor (or $5,000,000 for joint accounts).

Annual Percentage Yield earned measures the total amount of interest paid to your account for the month and is expressed as an annualized rate with monthly compounding based on a 365-day year.

| *Program Banks* | *Current Value* |
|---|---|
| CITIBANK, N.A. | 248.76 |
| U.S. BANK | 5,502.93 |

| | | | | |
|---|---|---|---|---|
| **Total Cash and Cash Equivalents** | **$5,766.68** | **$5,766.68** | **$118.14** | **2.05%** |

### 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 | 182.1000 | 97.0486 | 14,568.00 | 7,763.89 | 6,804.11 | 496.00 | 3.40% |
| ALASKA AIR GROUP INC | ALK | 100 | 42.9900 | 65.5800 | 4,299.00 | 6,558.00 | -2,259.00 | N/A | N/A |
| DIVERSIFIED HEALTHCARE TRUST SBI | DHC | 300 | 2.4600 | 23.6135 | 738.00 | 6,312.25*** | -5,574.25 | 12.00 | 1.63% |
| EXPEDIA GROUP INC | EXPE | 55 | 137.7500 | 128.5516 | 7,576.25 | 7,070.34 | 505.91 | N/A | N/A |

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** | | | | | | | | | |
| RMR GROUP INC CL A | RMR | 3 | 24.0000 | 11.8900 | 72.00 | 35.67 | 36.33 | 4.80 | 6.67% |
| RTX CORP | RTX | 93 | 97.5300 | 82.4149 | 9,070.29 | 7,664.59 | 1,405.70 | 219.48 | 2.42% |
| SIX FLAGS ENTERTAINMENT CORP NEW | SIX | 150 | 26.3200 | 56.0749 | 3,948.00 | 8,411.24*** | -4,463.24 | N/A | N/A |
| STARBUCKS CORP | SBUX | 125 | 91.3900 | 14.2369 | 11,423.75 | 1,779.61 | 9,644.14 | 285.00 | 2.49% |
| UNITED PARCEL SERVICE INC CL B | UPS | 60 | 148.6300 | 115.9950 | 8,917.80 | 6,959.70 | 1,958.10 | 391.20 | 4.39% |
| U S BANCORP DE NEW | USB | 165 | 44.7000 | 43.2977 | 7,375.50 | 7,144.12 | 231.38 | 323.40 | 4.38% |
| VERIZON COMMUNICATIONS INC | VZ | 150 | 41.9600 | 51.2033 | 6,294.00 | 7,680.50 | -1,386.50 | 399.00 | 6.34% |
| WEYERHAEUSER CO | WY | 290 | 35.9100 | 24.1176 | 10,413.90 | 6,845.49*** | 3,568.41 | 232.00 | 2.23% |
| **Total Stocks/Options** | | | | | **$84,696.49** | **$74,225.40** | **$10,471.09** | **$2,362.88** | **2.79%** |
| **Stock Funds** | | | | | | | | | |
| WASHINGTON MUTUAL INVESTORS CL F3 | FWMIX | | | | | | | | |
| REINVESTMENTS | | 414.134 | 62.1600 | 39.2565 | 25,742.56 | 16,257.47 | 9,485.13 | 451.32 | 1.75% |
| **Total Stock Funds** | | | | | **$25,742.56** | **$16,257.47** | **$9,485.13** | **$451.32** | **1.75%** |
| **Taxable Bond Funds** | | | | | | | | | |
| SABA CAPITAL INCOME & OPPORTUNITIES FUND II | SABA | 517.000 | 3.8200 | 23.4688 | 1,974.94 | 12,133.38*** | -10,158.44 | 179.91 | 9.11% |
| VANGUARD CASH RESERVES FEDL MONEY MARKET ADMIRAL CL | VMRXX | 40,000.000 | 1.0000 | 1.0000 | 40,000.00 | 40,000.00 | 0.00 | 2,015.85 | |
| REINVESTMENTS | | 2,633.720 | 1.0000 | 1.0000 | 2,633.72 | 2,633.72 | 0.00 | 132.88 | |
| TOTAL | | 42,633.720 | 1.0000 | 1.0000 | 42,633.72 | 42,633.72 | 0.00 | 2,148.73 | 5.04% |
| *CUMULATIVE INVESTMENT RETURN: $2,633.72* | | | | | 42,633.72 | 40,000.00 | | | |
| **Total Taxable Bond Funds** | | | | | **$44,608.66** | **$54,767.10** | **-$10,158.44** | **$2,328.64** | **5.22%** |
| **Total Portfolio Assets** | | | | | **$155,047.71** | **$145,249.97** | **$9,797.78** | **$5,142.84** | **3.32%** |

## 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** | | | | | **$160,814.39** | **$151,016.65** | **$9,797.78** | **$5,260.98** | **3.27%** |

\+ 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** | **$5,531.20** | **$5,447.67** |
| Buy and Sell Transactions | Assets Sold/Redeemed | | |
| | Assets Bought | -281.41 | -661.11 |
| Cash Deposits and Withdrawals | Deposits | | |
| | Withdrawals | | |
| Income and Distributions | Dividends | 507.07 | 1,337.40 |
| | Interest | 9.82 | 27.63 |
| | 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 | Asset Based Fees | | -384.91 |
| | Other Transactions | | |
| | **Closing Balance - Cash and Cash Equivalents** | **$5,766.68** | **$5,766.68** |

## ACTIVITY DETAILS

## SUBACCOUNT ACTIVITY

| *Date* | *Activity* | *Quantity* | *Price* | *Description* | *Total* | *Cash* | *Money Market* | *Margin* |
|---|---|---|---|---|---|---|---|---|
| | **Opening Balance** | | | **Total Opening Balance** | **$5,531.20** | **$14.99** | **$5,516.21** | **$0.00** |
| 03/01/24 | Purchase | | | FDIC INSURED DEPOSIT | | -14.99 | 14.99 | |
| 03/01/24 | Dividend | | | VANGUARD CASH RESERVES FEDL MONEY MARKET ADMIRAL CL | 178.22 | 178.22 | | |
| 03/01/24 | Asset Bought-Reinv | 178.2200 | | VANGUARD CASH RESERVES FEDL MONEY MARKET ADMIRAL CL REINVEST AT 1.000 | -178.22 | -178.22 | | |
| 03/08/24 | Dividend | | | UNITED PARCEL SERVICE INC CL B | 97.80 | 97.80 | | |
| 03/11/24 | Purchase | | | FDIC INSURED DEPOSIT | | -97.80 | 97.80 | |
| 03/14/24 | Dividend | | | WASHINGTON MUTUAL INVESTORS CL F3 | 103.19 | 103.19 | | |
| 03/14/24 | Asset Bought-Reinv | 1.6960 | | WASHINGTON MUTUAL INVESTORS CL F3 REINVEST AT 60.860 | -103.19 | -103.19 | | |
| 03/21/24 | Dividend | | | RTX CORP | 54.87 | 54.87 | | |
| 03/22/24 | Purchase | | | FDIC INSURED DEPOSIT | | -54.87 | 54.87 | |
| 03/22/24 | Dividend | | | WEYERHAEUSER CO | 58.00 | 58.00 | | |
| 03/25/24 | Purchase | | | FDIC INSURED DEPOSIT | | -58.00 | 58.00 | |
| 03/28/24 | Interest | | | FDIC INSURED DEPOSIT | 9.82 | 9.82 | | |
| 03/28/24 | Asset Bought-Reinv | | | FDIC INSURED DEPOSIT | | -9.82 | 9.82 | |
| 03/28/24 | Dividend | | | SABA CAPITAL INCOME & OPPORTUNITIES FUND II | 14.99 | 14.99 | | |
| | **Closing Balance** | | | **Total Closing Balance** | **$5,766.68** | **$14.99** | **$5,751.69** | **$0.00** |

## INTERESTED PARTIES AND/OR SUPPORTING REPRESENTATIVE(S)

Your Supporting Representative(s) is (are):

ROBERT W BAIRD & CO INC
ADVISORY SERVICES

**March 21, 2024**

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

**Updated Client Relationship Booklet**

On March 21, 2024, 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 updated information related to the compensation payable to us in the form of fees and commissions on certain alternative investments in our *Client Relationship Details* document.
- We updated information related to the expected range of operating expenses charged or incurred by mutual funds, ETFs and UITs made available to clients in our *Client Relationship Details* document.
- We updated information about our financial services activities and our related parties and affiliates in our *Client Relationship Details* document.

**Updated Client Relationship Agreement**

On March 21, 2024, 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 updated the terms and conditions of the IRA Custodial Supplement and the IRA Disclosure Statement to reflect changes to applicable law made by the December 2022 adoption of the SECURE 2.0 Act of 2022.
- We closed the ALIGN Custom Portfolios Program and no longer offer indexed investment strategies under the ALIGN Strategic Portfolios Program.
- We now offer ALIGN 55ip Tax Managed Solution strategies under the Baird Recommended Managers Program that are designed for a client that desires to have the strategy for the client's Account transitioned to an ALIGN Strategic Portfolio strategy selected by the client.

**Updated Important Account Disclosures Document**

On March 21, 2024, 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 related parties and affiliates. See the Section entitled "Certain Financial Industry Activities and Affiliations" for more information.

**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 www.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**

April 10, 2024

# HCAW April 2024 Public Policy Report

Prepared by Leslie Emerick, HCAW Public Policy Director

Now that the legislative session is over as of March 8th, the 2024 election season has officially begun and the calls from legislators are rolling in for campaign fundraising! This legislative session was Jay Inslee's last as Governor. On Friday, March 29th with the enactment of the 2024 supplemental operating budget, the governor signed his last bill. Over three terms, Inslee signed 4,212 bills in total.

Just for some perspective, there were around 1,200 bills introduced this session and the Department of Health (DOH) had 33% of the bills. Of that the DOH Health Services Quality Assurance Division (HSQA), that covers health care licensure, had 35% of those bills (more than any other DOH division). Includes:

- 23 bills require DOH implementation (not including provisos)
- 1 agency+ 1 WABON (Nursing Board) request bills (ARNP title and uniform facilities enforcement)
- 4 new profession sand certifications
    - Anesthesiologist assistant
    - MRI tech
    - Psychology associate
    - MA-EMT
- 2 new compacts (Social Worker and Physician Assistant)
- 4 scope of practice or supervision changes
- 4 bills require DOH to participate on workgroups
- 3 require DOH to contribute to Reports to Legislature
- 1 proviso requires DOH to conduct an analysis on Certificate of Need
- 19 bills require agency rulemaking
- 14 bills HELMS configuration (Healthcare Enforcement & Licensing Management System)

**Successful Legislative Session!** All of our fiscal requests were in the final budget and the palliative care bill passed! It was a 60-day short session, but we managed to get a lot done in a short amount of time this year. We are involved in many of the DOH issues listed above so it will be a very busy interim before the next legislative session as well.

SSB 5936 Palliative Care Benefit Workgroup: Bill passed the legislature unanimously and was signed with the Governor and Dr. Gregg VandeKieft of Providence Hospice. Provides $228,000 of the insurance commissioner's regulatory account— state appropriation is provided solely for implementation of SSB 5936 palliative care work group. The work group must convene its first meeting by July 30, 2024, and shall submit a report to the Legislature detailing its work and any

recommendations, including any legislation, by November 1, 2025. We have lots of work to do in the interim! The work group must consider the following elements of a palliative care benefit:

- clinical eligibility criteria;
- the services included in the benefit;
- appropriate staffing;
- evaluation criteria and reporting requirements; and payment models.

**In-Home Services Roadmap Funding:** $83,000 of the general fund—state appropriation for fiscal year 2025 is provided solely for the development of an in-home services road map to help individuals assess their in-home services needs and locate providers to serve those needs in their communities. DOH must work in consultation with appropriate stakeholders, including but not limited to the department of social and health services. The department must complete the document and make hard copies available for distribution no later than June 30, 2025.

**Funding for Private Duty Nursing and Home Health Medicaid Rate Increases**: Provided solely for rate increases, effective January 1, 2025, for private duty nursing, home health, and the medically intensive children's group home program services. Effective January 1, 2025, to independent contractor nurses and agency-employed nurses providing private duty nursing, skilled nursing, and private duty nursing in adult family homes.

**HB 2166 - Increasing access to portable orders for life-sustaining treatment. Status:** Dead. This bill would have allowed for bracelets and necklaces that had a QR Code or some technology that would reach a POLST Registry. This would have been great for patients who are traveling outside of the home and have a POLST Form at home on the fridge!

Good news! A budget proviso was included that requires the DOH to establish and maintain a statewide registry containing the POLST forms submitted by health care providers and Washington residents! $719,000 of the general fund—state appropriation for fiscal year 2025 is provided solely for the department to establish a statewide registry that stores and digitally reproduces portable orders for life sustaining treatment (POLST) forms. In establishing the registry, to the extent practicable, the department shall leverage and build upon any previous work at the department to establish a similar registry.

**SHB 1939 Social Worker Compact:** Supports adoption of the Social Worker Compact in WA State. Social workers are key members of home health and hospice teams. **Status:** *Signed by the Governor*

**SHB 2128 Modernizing the certificate of need program:** ***Died*** The original bill established the Certificate of Need Modernization Task Force to determine whether CON is still viable in Washington state and updated the 1987 State Plan that created it. Here is what passed in the budget!

**Budget Proviso for CON Review by DOH:** (138) $500,000 of the general fund—state appropriation for fiscal year 2025 is provided solely for the department to conduct an analysis of the certificate of need program established under chapter 70.38 RCW and report its findings and recommendations for statutory updates to the governor and appropriate legislative committees by June 30, 2025. The department must, at a minimum, consider other state approaches to certificate of need, impacts on access to care, cost control of health services, and equity, and approaches to identifying health care service needs at the statewide and community levels.

***Health Care Authority (HCA)***

HCA is proceeding with their rulemaking on EVV. We have requested that they have a stakeholder meeting prior to their April 12th comment period closing. We are finalizing a letter from an attorney regarding the implementation of the EVV program at HCA.

**WAC external review proposed revisions**: WAC 182-551-2230 Electronic visit verification – System requirements. The agency is adding a new section describing system requirements for electronic visit verification (EVV) for home health care services.

***To comment**: Download the Word document, use track changes, save, and return to the email address in the first column below.*

**Review 182-551-2230**

***Department of Health (DOH)***

**DOH Update on backlog of nursing assistant and home care aide applications:** This situation has caused significant and serious concerns for health care providers, including hospice staff and those awaiting credentialing fir a hospice aide. The consequence of removing these individuals from direct care work could be devastating for long term care communities causing real economic hardship for workers, staff who may need to work added shifts, hospitals which may face discharge delays, and residents who may receive less than optimal response times within our settings.

According to DOH, the backlog is, in large part, a result of waivers put into place during the COVID-19 public health emergency. The waivers allowed home care aides and nursing assistants to continue working past the 200-day limit in home and community-based care settings such as adult family homes and assisted living facilities or 120 days in skilled nursing facilities, without completing the credentialing process. Currently, the pending home care aide applications include individuals who applied as early as 2020, who are moving through processes under the COVID-19 public health emergency rules. Pending nursing assistant certified applications are being processed for initial review approximately 60 days after submission.

DOH agrees the nursing assistant and home care aide workforce is critical to Washingtonians and the vulnerable adults served in long term care facilities and we are focused on addressing the credentialing backlog for these critical and important professions. A large portion of the legislative funding appropriated for credentialing in fiscal year 2024 is currently being directed to make improvements to credentialling processes. Changes include adding 15 additional staff, development of improved performance measures, and organizational changes to better align with efficient and expedient process changes. Planned improvements include:

**Home Care Aide Certification:**

- Credentialing team increasing from seven to twenty-three staff dedicated to processing applications.
- Automatic approval of home care aide applicants to test as soon as the application is received, and the ability of applicants to self-schedule testing during their training.
- Adding four additional home care aide testing sites across the state to improve access.
- Forming a workgroup that will pilot moving the home care aide exam into the training programs.
- Forming a workgroup that will revise the home care aide skills exam to make it more relevant for working home care aides and to assist in capturing knowledge to potentially increase pass rates.

**Nursing Assistant Certification:**

- Credentialing team increasing from eight to twelve staff that are dedicated to processing applications.
- Eliminating the requirement that applicants must take and pass the NNAAP skills exam before submitting a certification application.
- Extended work on the skills exam location options, and improving score result transferability.

In the meantime, DOH encourages both nursing assistant and home care aide applicants to submit their applications online, rather than paper applications. Online applications can be processed faster than paper applications, therefore reducing wait times. Nursing assistant certified applicants are encouraged to complete their application at the same time that they register with Credentia for the written and skills testing to allow for simultaneous processing.

DOH may be able to help move forward applications for those individuals that are within two weeks of their credentialing deadline if their application was submitted at the time of hire and is complete with all required documentation. For assistance with this, please contact:

- Home Care Aide Program at HomeCareAide@doh.wa.gov or 360-236-2700.
- Nursing Assistant Program at HSQAReview4@doh.wa.gov or 360-236-2700.

***DOH Rulemaking***

**Home Care Aide Workforce - Reducing Barriers.** The Department of Health is considering amending chapter 246-980 WAC to implement Engrossed Second Substitute House Bill 1694, (chapter 424, Laws of 2023) and Engrossed Second Substitute Senate Bill 5278, (chapter 323, Laws of 2023). These laws reduce barriers to hire home care aides. Filed as WSR 24-06-066.

**Medication Assistance in Community-Based and In-Home Care Settings.** The Pharmacy Quality Assurance Commission and Department of Health are filing jointly to reinstate medication assistance rules which establish criteria for medication assistance in community-based and in-home care settings in 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. This adopted emergency rule will extend WSR 23-23-032 filed on November 3, 2023, without change. Filed as WSR 24-06-047.

**Occupational Therapy Practice Board:** The Occupational Therapy Practice Board (board) is considering updates to temporary permits and fees. The Occupational Therapy Practice Board (board) and the Department of Health (department) are considering amendments to WAC 246-847-117, Temporary permits, in response to Second Substitute House Bill (2SHB) 1009, (chapter 165, Laws of 2023), the Washington Military Spouse Employment Act. The board and the department will also consider amending WAC 246-847-990, Occupational therapy fees and renewal cycle, to establish a fee to cover the cost of the temporary permit.WSR_24_06_055 OT Rulemaking.pdf

**Department of Health announces updated guidance for COVID-19 and other respiratory illnesses:** DOH announced updated guidance for what to do when someone is sick with COVID-19, flu, respiratory syncytial virus, and other respiratory viruses. While much of DOH's new guidance is like recent updates announced by the Centers for Disease Control and Prevention, DOH's new guidance offers additional recommendations on how to prevent spreading respiratory illnesses after someone becomes infected, as well as how to protect people with weakened immune systems and others at higher risk of severe illness in health care settings. Healthcare and long-term care settings should follow DOH recommendations.

**DOH- Updated Guidance**

**DOH HELMS Project:** Healthcare Enforcement and Licensing Management System (HELMS) is a new electronic licensing system that will replace the outdated system currently in use and will match the growing requirements and expectations of customers.

**What are the benefits?** HELMS will expand the online capabilities for health care providers, facility operations, educational programs, and the public. There will be greater access to DOH data, as well as faster transmission of information using electronic mail and websites. HELMS will:

- Modernize credentialing services, processes, and capabilities.
- Expand mobile capabilities for the professions and the public.

**When is HELMS launching?** The first release, HELMS Lite, is scheduled to launch on **4/24/2024.** It will replace the system used for our initial application process. This will improve the new applicant's experience with the ability to submit applications from their mobile device, update their profile information, delete draft applications, view their application status online, and print payment confirmation. Additional HELMS releases with improved functionality are scheduled through December 2025. For more information, please visit the website, or email at HELMS@doh.wa.gov.

**Military spouses - removing barriers to temporary practice permits:** DOH is proposing amendments to WAC 246-12-051 How to obtain a temporary practice permit - Military spouse, to update language changes made by Second Substitute House Bill (2SHB) 1009 (chapter 165, Laws of 2023). The comment period for this filing ends 5/6/2024. WSR 24-06-028 For any questions/comments please reach out to the military programs manager @ tommy.simpson@doh.wa.gov or send comments to military_liaison@doh.wa.gov.

**Aging and Long- Term Support Administration (ALTSA)**

ALTSA saw a modest 0.6% overall increase in our budget. Around 90% of ALTSA's budget goes directly to providers and client services. Among these investments, they highlight: **https://content.govdelivery.com/accounts/WADSHSALTSA/bulletins/3936441**

**Washington's Sentinel Network:** is a collaboration of the state's Workforce Board and the University of Washington's Center for Health Workforce Studies and a program of Washington's Health Workforce Council. Funding to initiate the Sentinel Network came from the Healthier Washington initiative, with ongoing support from Governor Inslee's office and the Washington Legislature. As an employer, your voice matters in shaping healthcare in Washington. By completing a brief questionnaire now, you will improve understanding of Washington's health workforce needs. Please register at https://wa.sentinelnetwork.org/join

Explore insights from fellow Sentinels on our findings dashboard, in policy briefs, and overarching and pandemic-related findings pages. Questions? Email healthworkforce@wasentinelnetwork.org or call (206) 543-9797.

**Washington Saves retirement act (SB 6069), set to launch in 2027**: Washington is set to create a state-run automatic retirement savings system for workers who don't already have access to an employer-based retirement system. Washington Saves will require businesses without retirement plans for employees to allow their workers an opportunity to contribute to an individual retirement account (IRA) via an automatic payroll deduction through the Washington Small Business

Retirement Marketplace. Employers will be required to enroll employees who have had continuous employment of one year or more in the program at default contribution rates.

According to an analysis by AARP in 2022, about 43% of Washington workers in the private sector work for a company that doesn't offer retirement plans — about 1.2 million people. Lack of access also varies by demographics — 66% of Hispanic workers, 47% of Black workers and 43% of Asian American workers do not have access to an employer-provided plan in Washington. Overall, 42% of all men and 44% of all women do not have such a plan. The legislation that created the system, Senate Bill 6069, was signed into law on Thursday by Gov. Jay Inslee. It passed the Legislature this year, with final votes of 55 to 41 in the House and 35 to 12 in the Senate.

Oregon established the first state-run automated individual retirement savings system in 2017, and several other states, including California, Maryland and Virginia, have followed suit, according to Pew Charitable Trusts.

***Policy Related Meetings***

**WA Cares Fund Provider Maximum Rates Workgroup Purpose:** Review viable options for Long-Term Services and Supports Trust Commission's recommendation required in RCW 50B.04.030(c) on the "*establishment of payment maximums for approved services consistent with actuarial soundness which shall not be lower than Medicaid payments for comparable services. A service or supply may be limited by dollar amount, duration, or number of visits. The Commission shall engage stakeholders to develop this recommendation.*" The Commission will make formal recommendations to DSHS by January 1, 2025.

**Washington State Workforce Development-LTC Initiative:** I attend these meeting representing all in-home services and advocate for increasing their workforce. I have recently been participating in the Ecosystem LTC staffing workgroup. Lots of good opportunities to talk about in home services needs and how the current Nursing Assistant backlog impacts agencies.

**WA State Senior Lobby:** I attend these monthly meetings and get updates on all legislative issues impacting seniors.

**DOH Rural Palliative Care Cohort Meetings:** I attend these meetings to provide WSHPCO updates to their providers on our progress with HCA on the Palliative Care Benefit.