HCAW Board Packet

April 20, 2023

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HCAW April 2023 Board Meeting Agenda

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

Date: 4/20		**Time:** 8:00 a.m.-9:00 a.m.	**Location:** MS Teams	
TIME	**TOPIC**	**DISCUSSION**	**ACTION PLAN**	**RESPONSIBLE**

8:00 a.m.	Call to Order	Welcome/Updates
		• Consent Agenda:
		  ○ March 2023 Minutes
		  ○ March 2023 Financials
			Acceptance	Shelly

8:05 a.m.	Legislative Updates	Public Policy Report • Report in Packet	Review and Questions	Leslie
8:20 a.m.	General Business	Clinical Director • Status Report • Poll Certificate of Need • Developing a Unified Voice Annual Business Meeting • Committee Reports Bylaws • Nominations & Elections	Discussion	Shelly

8:40 a.m.	Committee Reports	• Education & Annual Meeting Committee
		• PAC – Advocacy
		  ○ Sign-up to donate today!
		  ○ Thank you to anyone who has already committed to a donation.
		• Nominations & Elections Committee
		• Membership Committee
		• QAPI Committee
			Review & Questions	Deb
				Brent
				Jason
				Kelly
				Amber
				Gina

9:00 a.m.	Adjourn/Action Items	• Action items		Shelly 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.

Board Meeting Minutes
Thursday, March 16, 2023
MS Teams
9:00 am-10:00 am

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

ATTENDANCE

Board: In-Person Treasurer – Kelly Pajinag Secretary - Sheena Paylor Directors: Deb Strom, Imee Nebres, Gina Anderson**, Lisa Shaw** Directors: Amber Hahn-Keenan, Mirna Musun

Staff: **In-Person:** Carissa Linnane - Executive Director **Virtual:** Leslie Emerick - Public Policy Director

Not in Attendance: Directors: Melinda Moore, Geoff Meinken, President - Shelly McDiarmid, Past President - Brent Korte, Jason Darling,

Meeting called to order at 9:00 AM by Kelly Pajinag

CONSENT AGENDA

Agenda: February 2023 Minutes – Tabled; no quorum
Financial Reports: February 2023 Financials - Tabled; no quorum

PUBLIC POLICY REPORT

Written report to be sent following this meeting.

Key items discussed:

Today marks the 67th day of the legislative session. The next bill cut-off is March 29th. We have gone from tracking sixty-seven bills to now tracking thirty-three. The state revenue forecast comes out on March 20th.

Review of important bills impacting in-home services. See the legislative report in your board packet for a complete bill summary.

SB 1503 – Include a reporting requirement to provide evidence of the cost of this program. Discussion followed regarding whether we should propose an amendment to this bill. The consensus of the board members in attendance was to not put forward an amendment to this bill.

GENERAL BUSINESS

Clinical Director Update

We received thirty-seven applications; The Executive Committee is working to select the top seven candidates that we want to interview for the role.

Nominations & Elections

Brent K. and Carissa L. have worked to set a benchmarking timeline for the nominations and elections committee to develop our candidate slate for 2023-2024.

EDUCATION & ANNUAL MEETING COMMITTEE REPORT

Annual Conference
All – please get registered for the annual conference If you plan to participate. The deadline to submit candidate nominations for the awards program is March 20th, 2023. We may need to pay a DEI&B speaker to speak at our program. Complete report of activated in board packet.

MEMBERSHIP COMMITTEE REPORT

We met recently and discussed the introduction of a corporate membership category. We are in the brainstorming phase and welcome any input you have moving forward.

We are evaluating the development of a grassroots sustainability program within HCAW targeted toward Young Leaders in our agencies.

We continue to reach follow-up with all unpaid members. We are also working to finalize our 'member benefits explained' document.

QAPI COMMITTEE REPORT

The Committee is moving these meetings to quarterly. We will continue to see if we can get value into these meetings. Our next meeting is March 22nd to discuss the next steps. Kudos to Amber H. for her work as co-chair.

PAC & FUNDRAISING COMMITTEE REPORT

Gina A. shared that we are still looking for volunteers to support the committee. We will share a donation sign-up sheet with the board. We are still working to secure donations for our golden ticket.

Meeting Adjourned at 10:00 AM

ACTION ITEMS

All:
- Register for the annual conference if you plan to attend.

Brent:
- Assemble a nominations & elections committee to determine the 2023-2024 board of directors' candidate slate.

Executive Committee:
- Shortlist our Clinical Director candidate list and begin the interview process.

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

- **Operational Health Snapshot**
  - As of January, our net income is $107,779; A $ 96,012 increase from the previous YTD. In February we saw a modest $474 gain in our investments. Our total current assets are $543,308 up 13% from the previous YTD.

- **Balance Sheet**
  - Current Assets:
    - Columbia Checking: Balance $196,370 up $18,798 from the previous YTD.
    - Baird Investments:
      - Investment Assets: $143,815 up $16,566 from the previous YTD.
      - Cash & Equivalents: $5,262 down $33,058 from the previous YTD.
    - Money Market: has remained stable at $65,739.
    - 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: $123,439 (2023 Member Dues & OA Workshop Registration).
    - Accounts Payable:
      - Outstanding Balance: $584, reflective of charges to AMI credit card.
    - Undeposited Funds: $1,396

- **P&L to Budget:**
  - INCOME:
    - Dues: Monthly deferred dues entries were recorded as received for March 2023.
    - Jobs Board Income: $825 YTD.
    - Programming & Education
      - Workshops & Seminars: YTD earnings for these workshops is $54,999; We have achieved 137% of our budgeted income for this FY due to hosting a 3rd OA workshop opportunity.
  - EXPENSES:
    - All is ordinary through admin, member retention, Advocacy and organizational expenses. The only outlier is the costs paid to promote the Clinical Director job posting.
    - Deferred entries for NAHC Dues, Soft Edge, and other subscriptions entered in January 2023.

- **P&L Previous Year Comparison:**
  - Report in line with the previous YTD in most categories except expenses related to the OASIS Workshops related expenses, Bank/Merchant Fees, and income generated by the HCAW PAC.

Home Care Association of Washington
Balance Sheet Prev Year Comparison
As of March 31, 2023

	Mar 31, 23	Mar 31, 22	$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
Baird Cash and Equivalents	5,265.02	38,319.89	-33,054.87	-86.26%
Bairds Investment Assets	143,550.78	126,984.18	16,566.60	13.05%
Umpqua Checking - 0944	196,370.25	177,571.74	18,798.51	10.59%
Umpqua Money Mkt #0936	65,739.16	65,696.58	42.58	0.07%
Umpqua PAC - 0951	2,744.81	1,582.54	1,162.27	73.44%
Total Checking/Savings	413,670.02	410,154.93	3,515.09	0.86%
Accounts Receivable				
Accounts Receivable	123,439.71	35,765.75	87,673.96	245.13%
Total Accounts Receivable	123,439.71	35,765.75	87,673.96	245.13%
Other Current Assets				
Prepaid Annual Meeting Expenses	0.00	750.00	-750.00	-100.0%
Prepaid Expenses	-573.75	4,888.75	-5,462.50	-111.74%
Prepaid Insurance	376.15	652.00	-275.85	-42.31%
Prepaid Workshop Expenses	5,000.00	15,400.00	-10,400.00	-67.53%
Undeposited Funds	1,396.12	10,072.50	-8,676.38	-86.14%
Total Other Current Assets	6,198.52	31,763.25	-25,564.73	-80.49%
Total Current Assets	543,308.25	477,683.93	65,624.32	13.74%
TOTAL ASSETS	543,308.25	477,683.93	65,624.32	13.74%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	584.05	-16.18	600.23	3,709.7%
Total Accounts Payable	584.05	-16.18	600.23	3,709.7%
Other Current Liabilities				
Deferred Dues				
Affiliate Dues	1,987.51	2,643.39	-655.88	-24.81%
Provider Dues	167,532.77	166,332.98	1,199.79	0.72%
Total Deferred Dues	169,520.28	168,976.37	543.91	0.32%

Home Care Association of Washington
Balance Sheet Prev Year Comparison
As of March 31, 2023

	Mar 31, 23	Mar 31, 22	$ Change	% Change
Deferred Workshop Income	0.00	-35,086.70	35,086.70	100.0%
Total Other Current Liabilities	169,520.28	133,889.67	35,630.61	26.61%
Total Current Liabilities	170,104.33	133,873.49	36,230.84	27.06%
Total Liabilities	170,104.33	133,873.49	36,230.84	27.06%
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	107,779.90	11,767.17	96,012.73	815.94%
Total Equity	373,203.92	343,810.44	29,393.48	8.55%
TOTAL LIABILITIES & EQUITY	543,308.25	477,683.93	65,624.32	13.74%

Home Care Association of Washington
Profit & Loss Budget vs. Actual
July 2022 through March 2023

	Mar 23	Jul '22 - Mar 23	Budget	% of Budget
Ordinary Income/Expense				
Income				
PAC Contributions	0.00	2,500.00	10,000.00	25.0%
MEMBERSHIP				
Affiliate Dues	220.83	3,037.24	3,500.00	86.78%
Provider Dues	33,647.64	208,790.82	180,000.00	116.0%
Total MEMBERSHIP	33,868.47	211,828.06	183,500.00	115.44%
OPERATING				
Job Target/Career Board	149.25	825.00	1,000.00	82.5%
Total OPERATING	149.25	825.00	1,000.00	82.5%
PROGRAMMING				
Annual Meeting/Conv - Spring				
Sponsorships/Endorsements/Rebat	6,200.00	6,200.00	10,000.00	62.0%
Annual Meeting/Conv - Spring - Other	1,917.50	1,917.50	45,000.00	4.26%
Total Annual Meeting/Conv - Spring	8,117.50	8,117.50	55,000.00	14.76%
OCS OASIS Partnership	0.00	-10.00	500.00	-2.0%
Workshops/Seminars	2,160.00	54,999.15	40,000.00	137.5%
Total PROGRAMMING	10,277.50	63,106.65	95,500.00	66.08%
Total Income	44,295.22	278,259.71	290,000.00	95.95%
Gross Profit	44,295.22	278,259.71	290,000.00	95.95%
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	160.35	3,349.35	2,950.00	113.54%

Home Care Association of Washington
Profit & Loss Budget vs. Actual
July 2022 through March 2023

	Mar 23	Jul '22 - Mar 23	Budget	% of Budget
Business License	0.00	70.00	10.00	700.0%
Insurance	130.42	1,874.59	2,300.00	81.5%
Management	6,900.00	62,100.00	82,800.00	75.0%
Office Supplies	1.00	355.03	300.00	118.34%
Postage	17.30	142.70	350.00	40.77%
Printing/Copies	40.57	409.27	400.00	102.32%
Publications/Subscriptions	0.00	744.45	1,500.00	49.63%
Telephone	24.34	273.83	500.00	54.77%
Total ADMINISTRATIVE	7,273.98	71,340.47	98,940.00	72.11%
ADVOCACY				
Lobbyist Expenses	0.00	0.00	1,000.00	0.0%
Lobbyist/Legislative Consultant	4,000.00	40,000.00	48,000.00	83.33%
Policy & Advocacy	128.75	12,630.00	11,500.00	109.83%
Total ADVOCACY	4,128.75	52,630.00	60,500.00	86.99%
COMMUNICATIONS				
Newsletters/Publications	38.88	287.30		
Website- Reg & Maint	4.05	558.64	2,400.00	23.28%
Total COMMUNICATIONS	42.93	845.94	2,400.00	35.25%
LEADERSHIP				
Board Meetings	0.00	225.19	1,750.00	12.87%
Strategic Planning	0.00	2,340.59	1,500.00	156.04%
Total LEADERSHIP	0.00	2,565.78	3,250.00	78.95%
MEMBERSHIP SERVICE/RETENTION				
Clinical Director	433.09	10,433.09	30,000.00	34.78%
Clinical Director Expenses	0.00	0.00	500.00	0.0%
NAHC Dues/Other Memberships	62.50	1,250.00	1,500.00	83.33%
Public Relations/ Awards	0.00	213.25	250.00	85.3%
Total MEMBERSHIP SERVICE/RETENTION	495.59	11,896.34	32,250.00	36.89%
PROGRAMS				
Annual Mtg/Convention Spring				
A/V - Technology	0.00	0.00	8,300.00	0.0%
Food and Beverage	0.00	74.43	25,000.00	0.3%

Home Care Association of Washington
Profit & Loss Budget vs. Actual
July 2022 through March 2023

	Mar 23	Jul '22 - Mar 23	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	74.43	46,000.00	0.16%
Workshops/Seminar Expense				
A/V-Technology	445.33	4,047.97	3,250.00	124.55%
Food and Beverage	0.00	4,687.67	2,000.00	234.38%
Lodging & Transportation	0.00	5,755.11	1,500.00	383.67%
Other Workshops/Seminar Expense	0.00	-3,301.81	1,000.00	-330.18%
Speaker	0.00	20,000.00	15,000.00	133.33%
Syllabus Copies	0.00	5,620.90	4,000.00	140.52%
Total Workshops/Seminar Expense	445.33	36,809.84	26,750.00	137.61%
Total PROGRAMS	445.33	36,884.27	72,750.00	50.7%
Total Expense	12,386.58	176,250.54	280,740.00	62.78%
Net Ordinary Income	31,908.64	102,009.17	9,260.00	1,101.61%
Other Income/Expense				
Other Income				
Interest & Dividends	292.95	2,584.94	750.00	344.66%
Gain/Loss on Investments	-1,285.44	3,185.79	0.00	100.0%
Total Other Income	-992.49	5,770.73	750.00	769.43%
Net Other Income	-992.49	5,770.73	750.00	769.43%
Net Income	30,916.15	107,779.90	10,010.00	1,076.72%

Home Care Association of Washington
Profit & Loss Prev Year Comparison
July 2022 through March 2023

	Jul '22 - Mar 23	Jul '21 - Mar 22	$ Change	% Change
Ordinary Income/Expense				
Income				
PAC Contributions	2,500.00	1,020.00	1,480.00	145.1%
MEMBERSHIP				
Affiliate Dues	3,037.24	2,918.44	118.80	4.07%
Provider Dues	208,790.82	145,785.96	63,004.86	43.22%
Total MEMBERSHIP	211,828.06	148,704.40	63,123.66	42.45%
OPERATING				
Job Target/Career Board	825.00	0.00	825.00	100.0%
Total OPERATING	825.00	0.00	825.00	100.0%
PROGRAMMING				
Annual Meeting/Conv - Spring				
Sponsorships/Endorsements/Rebat	6,200.00	7,488.00	-1,288.00	-17.2%
Annual Meeting/Conv - Spring - Other	1,917.50	9,985.00	-8,067.50	-80.8%
Total Annual Meeting/Conv - Spring	8,117.50	17,473.00	-9,355.50	-53.54%
OCS OASIS Partnership	-10.00	164.90	-174.90	-106.06%
Workshops/Seminars	54,999.15	1,147.10	53,852.05	4,694.63%
Total PROGRAMMING	63,106.65	18,785.00	44,321.65	235.94%
Total Income	278,259.71	168,509.40	109,750.31	65.13%
Gross Profit	278,259.71	168,509.40	109,750.31	65.13%
Expense				
PAC Expenses				
Bank / Merchant Fees	87.74	0.00	87.74	100.0%
PAC Expenses - Other	0.00	217.12	-217.12	-100.0%
Total PAC Expenses	87.74	217.12	-129.38	-59.59%
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	3,349.35	1,760.54	1,588.81	90.25%
Business License	70.00	0.00	70.00	100.0%
Insurance	1,874.59	2,683.90	-809.31	-30.15%
Management	62,100.00	63,150.00	-1,050.00	-1.66%
Office Supplies	355.03	245.83	109.20	44.42%
Postage	142.70	30.90	111.80	361.81%
Printing/Copies	409.27	326.52	82.75	25.34%
Publications/Subscriptions	744.45	593.99	150.46	25.33%
Telephone	273.83	243.54	30.29	12.44%
Total ADMINISTRATIVE	71,340.47	72,363.47	-1,023.00	-1.41%
ADVOCACY				
Lobbyist/Legislative Consultant	40,000.00	39,700.00	300.00	0.76%
Policy & Advocacy	12,630.00	12,681.25	-51.25	-0.4%
Total ADVOCACY	52,630.00	52,381.25	248.75	0.48%

Home Care Association of Washington
Profit & Loss Prev Year Comparison
July 2022 through March 2023

	Jul '22 - Mar 23	Jul '21 - Mar 22	$ Change	% Change
COMMUNICATIONS				
Newsletters/Publications	287.30	0.00	287.30	100.0%
Website- Reg & Maint	558.64	3,130.00	-2,571.36	-82.15%
Total COMMUNICATIONS	845.94	3,130.00	-2,284.06	-72.97%
LEADERSHIP				
Board Meetings	225.19	270.55	-45.36	-16.77%
Strategic Planning	2,340.59	650.00	1,690.59	260.09%
Total LEADERSHIP	2,565.78	920.55	1,645.23	178.72%
MEMBERSHIP SERVICE/RETENTION				
Clinical Director	10,433.09	22,500.00	-12,066.91	-53.63%
NAHC Dues/Other Memberships	1,250.00	1,375.00	-125.00	-9.09%
Public Relations/ Awards	213.25	62.67	150.58	240.27%
Total MEMBERSHIP SERVICE/RETENTION	11,896.34	23,937.67	-12,041.33	-50.3%
PROGRAMS				
Annual Mtg/Convention Spring				
A/V - Technology	0.00	187.57	-187.57	-100.0%
Food and Beverage	74.43	750.00	-675.57	-90.08%
Speaker	0.00	5,000.00	-5,000.00	-100.0%
Total Annual Mtg/Convention Spring	74.43	5,937.57	-5,863.14	-98.75%
Workshops/Seminar Expense				
A/V-Technology	4,047.97	1,075.51	2,972.46	276.38%
Food and Beverage	4,687.67	0.00	4,687.67	100.0%
Lodging & Transportation	5,755.11	0.00	5,755.11	100.0%
Other Workshops/Seminar Expense	-3,301.81	2,645.00	-5,946.81	-224.83%
Speaker	20,000.00	1,500.00	18,500.00	1,233.33%
Syllabus Copies	5,620.90	0.00	5,620.90	100.0%
Total Workshops/Seminar Expense	36,809.84	5,220.51	31,589.33	605.1%
Total PROGRAMS	36,884.27	11,158.08	25,726.19	230.56%
Total Expense	176,250.54	164,108.14	12,142.40	7.4%
Net Ordinary Income	102,009.17	4,401.26	97,607.91	2,217.73%
Other Income/Expense				
Other Income				
Interest & Dividends	2,584.94	2,608.85	-23.91	-0.92%
Gain/Loss on Investments	3,185.79	4,757.06	-1,571.27	-33.03%
Total Other Income	5,770.73	7,365.91	-1,595.18	-21.66%
Net Other Income	5,770.73	7,365.91	-1,595.18	-21.66%
Net Income	107,779.90	11,767.17	96,012.73	815.94%

Home Care Association of Washington
Balance Sheet
As of March 31, 2023

	Mar 31, 23
ASSETS	
Current Assets	
Checking/Savings	
Baird Cash and Equivalents	5,265.02
Bairds Investment Assets	143,550.78
Umpqua Checking - 0944	196,370.25
Umpqua Money Mkt #0936	65,739.16
Umpqua PAC - 0951	2,744.81
Total Checking/Savings	413,670.02
Accounts Receivable	
Accounts Receivable	123,439.71
Total Accounts Receivable	123,439.71
Other Current Assets	
Prepaid Expenses	-573.75
Prepaid Insurance	376.15
Prepaid Workshop Expenses	5,000.00
Undeposited Funds	1,396.12
Total Other Current Assets	6,198.52
Total Current Assets	543,308.25
TOTAL ASSETS	543,308.25
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	584.05
Total Accounts Payable	584.05
Other Current Liabilities	
Deferred Dues	
Affiliate Dues	1,987.51
Provider Dues	167,532.77
Total Deferred Dues	169,520.28
Total Other Current Liabilities	169,520.28
Total Current Liabilities	170,104.33
Total Liabilities	170,104.33
Equity	
Retained Earnings	27,879.52
Unrestricted Net Assets	237,544.50
Net Income	107,779.90
Total Equity	373,203.92
TOTAL LIABILITIES & EQUITY	543,308.25

Home Care Association of Washington
Profit & Loss Budget vs. Actual
July 2022 through March 2023

	Jul '22 - Mar 23	Budget	% of Budget
Ordinary Income/Expense			
Income			
PAC Contributions	2,500.00	10,000.00	25.0%
MEMBERSHIP			
Affiliate Dues	3,037.24	3,500.00	86.78%
Provider Dues	208,790.82	180,000.00	116.0%
Total MEMBERSHIP	211,828.06	183,500.00	115.44%
OPERATING			
Job Target/Career Board	825.00	1,000.00	82.5%
Total OPERATING	825.00	1,000.00	82.5%
PROGRAMMING			
Annual Meeting/Conv - Spring			
Sponsorships/Endorsements/Rebat	6,200.00	10,000.00	62.0%
Annual Meeting/Conv - Spring - Other	1,917.50	45,000.00	4.26%
Total Annual Meeting/Conv - Spring	8,117.50	55,000.00	14.76%
OCS OASIS Partnership	-10.00	500.00	-2.0%
Workshops/Seminars	54,999.15	40,000.00	137.5%
Total PROGRAMMING	63,106.65	95,500.00	66.08%
Total Income	278,259.71	290,000.00	95.95%
Gross Profit	278,259.71	290,000.00	95.95%
Expense			
PAC Expenses			
General PAC Expenses	0.00	300.00	0.0%
Bank / Merchant Fees	87.74	350.00	25.07%
PAC Contributions	0.00	10,000.00	0.0%
Total PAC Expenses	87.74	10,650.00	0.82%
ADMINISTRATIVE			
Travel	221.25	4,500.00	4.92%
Professional Fees			
Tax Return Prep	1,800.00	3,330.00	54.05%
Total Professional Fees	1,800.00	3,330.00	54.05%
Bank / Merchant Fees	3,349.35	2,950.00	113.54%
Business License	70.00	10.00	700.0%
Insurance	1,874.59	2,300.00	81.5%
Management	62,100.00	82,800.00	75.0%
Office Supplies	355.03	300.00	118.34%
Postage	142.70	350.00	40.77%
Printing/Copies	409.27	400.00	102.32%
Publications/Subscriptions	744.45	1,500.00	49.63%
Telephone	273.83	500.00	54.77%
Total ADMINISTRATIVE	71,340.47	98,940.00	72.11%
ADVOCACY			
Lobbyist Expenses	0.00	1,000.00	0.0%
Lobbyist/Legislative Consultant	40,000.00	48,000.00	83.33%

Home Care Association of Washington
Profit & Loss Budget vs. Actual
July 2022 through March 2023

	Jul '22 - Mar 23	Budget	% of Budget
Policy & Advocacy	12,630.00	11,500.00	109.83%
Total ADVOCACY	52,630.00	60,500.00	86.99%
COMMUNICATIONS			
Newsletters/Publications	287.30		
Website- Reg & Maint	558.64	2,400.00	23.28%
Total COMMUNICATIONS	845.94	2,400.00	35.25%
LEADERSHIP			
Board Meetings	225.19	1,750.00	12.87%
Strategic Planning	2,340.59	1,500.00	156.04%
Total LEADERSHIP	2,565.78	3,250.00	78.95%
MEMBERSHIP SERVICE/RETENTION			
Clinical Director	10,433.09	30,000.00	34.78%
Clinical Director Expenses	0.00	500.00	0.0%
NAHC Dues/Other Memberships	1,250.00	1,500.00	83.33%
Public Relations/ Awards	213.25	250.00	85.3%
Total MEMBERSHIP SERVICE/RETENTION	11,896.34	32,250.00	36.89%
PROGRAMS			
Annual Mtg/Convention Spring			
A/V - Technology	0.00	8,300.00	0.0%
Food and Beverage	74.43	25,000.00	0.3%
Speaker	0.00	10,000.00	0.0%
Syllabus	0.00	1,700.00	0.0%
Annual Mtg/Convention Spring - Other	0.00	1,000.00	0.0%
Total Annual Mtg/Convention Spring	74.43	46,000.00	0.16%
Workshops/Seminar Expense			
A/V-Technology	4,047.97	3,250.00	124.55%
Food and Beverage	4,687.67	2,000.00	234.38%
Lodging & Transportation	5,755.11	1,500.00	383.67%
Other Workshops/Seminar Expense	-3,301.81	1,000.00	-330.18%
Speaker	20,000.00	15,000.00	133.33%
Syllabus Copies	5,620.90	4,000.00	140.52%
Total Workshops/Seminar Expense	36,809.84	26,750.00	137.61%
Total PROGRAMS	36,884.27	72,750.00	50.7%
Total Expense	176,250.54	280,740.00	62.78%
Net Ordinary Income	102,009.17	9,260.00	1,101.61%
Other Income/Expense			
Other Income			
Interest & Dividends	2,584.94	750.00	344.66%
Gain/Loss on Investments	3,185.79	0.00	100.0%
Total Other Income	5,770.73	750.00	769.43%
Net Other Income	5,770.73	750.00	769.43%
Net Income	107,779.90	10,010.00	1,076.72%

April 10, 2023

HCAW April 2023 Public Policy Report

Prepared by Leslie Emerick, HCAW Public Policy Director

Legislative Landscape

Cherry blossoms are blooming and it's beautiful on campus! We are nearing the end of the 105-day "long" session of the legislature which ends on April 23rd, 2023. Policy committees are done and budget negotiations are in full swing to get done by the 23rd.

It's been quite a session this year with a "new" way of doing business. For the past three years the legislature was held virtually because of the COVID-19 pandemic. This year was the first time they tried a "hybrid" model of testifying in person and virtually. It actually worked very well and fairly smoothly as people have gotten used to most virtual formats.

Where we are at in the legislative process…The last bill cut-off was for bills from the Opposite house, with a fiscal impact on the state budget, to be out of House Appropriation or Senate Ways and Means by April 4th. . Bills that make it out of fiscal committee must make it out of the Opposite House by April 12th. Some bills are considered "Necessary to implement the budget" and they can be pulled up at any time to pass the final budget.

WA has a biennial legislature and bills that are introduced this year live for 2 years, even if they die this session. At the height of our bill tracking, we have gone from 67 to 28 bills after the last bill cut-offs. A few more may die in the Rules committees before we are done. Bills that are still alive have survived a number of bill cut-offs and most have been amended as they move through the legislative process. This link is to a short and fun description of a complex process that every bill goes through: How a Bill Becomes a Law

Proposed State Operating Budgets: Both the House (HB 1140) and Senate (SB 5187) have introduced their proposed operating budget bills in the past week. The Committee chairs of House Appropriations and Senate Ways and Means have had public hearings on the bills and amended then in Executive Session. The bills passed out of committee to the Rules Committee where they will get a vote on the floor of the respective Houses in the near future and work towards a final compromise budget by the end of the session. Here is a link to the budget bills and agency detail summaries: https://fiscal.wa.gov/statebudgets/Operatingcurrentproposals

The Senate budget writers released their proposal for a two-year, $69.2 billion operating budget. While $5.1 billion is added in new spending for the 2023-25 biennium, no new taxes or fees are added to provide the new funding and are leaving $3.8 billion for reserves as a safeguard for an economic slowdown. House budget writers released a $69.5 billion operating budget for the two-year, 2023-25 biennium on March 27th.

Good News! Both the Senate and House proposed operating budgets include the Medicaid Pediatric Palliative Care Rate Increase: This makes it highly likely that the budget proviso below will be in the final negotiated budget. The last day of session is April 23, 2023 so we will know by the end of the session whether it's in the final budget….but I suspect that will be the case!

Other Proposed Operating Budget Proviso Language of Interest…

Multistate nurse licensure (DOH): Funding is provided to DOH to implement Substitute Senate Bill 5499 (Multistate nurse licensure). (Health Professions Account-State)

Home care safety net assessment: Page 947, (84) $17,000 of the general fund—state appropriation for fiscal year 2023 is provided solely for the department to conduct a survey of home care and home health agencies as defined in RCW 70.127.010, to gather financial information for tax or fee planning purposes, including but not limited to total by service line. Any such financial information reported must be de-identified so it does not identify individual recipients of care. The department shall provide this information to the department of social and health services and service employees international union 775 for analysis upon completion of the survey.

Nurse Supply Funding (DOH): is provided for the implementation of the high school certified nursing assistant pilot program and the licensed practical nurse apprenticeship program, and rulemaking, as provided in Engrossed Second Substitute Senate Bill No. 5582 (Nurse supply). (General Fund-State) (Custom).

Katie Beckett 1115 Waiver (In House, not Senate budget): Funding is provided for the Health Care Authority (HCA), in coordination with the Department of Social and Health Services, to develop and implement a Katie Beckett 1115 demonstration waiver.

(68) $194,000 of the general fund—state appropriation for fiscal year 2024, $1,724,000 of the general fund—state appropriation for fiscal year 2025 and $1,918,000 of the general fund—federal appropriation are provided solely for the authority in coordination with the department of social and health services to develop and implement a Katie Beckett 1115 demonstration waiver. The authority shall limit enrollment to 1,000 clients during the waiver period .Based upon the experience developed during the waiver period, the authority shall make recommendations to the legislature for a future tax equity and fiscal responsibility act state plan option.

Health Care Authority (HCA)

Update on Palliative Care Issues: Our efforts with the Washington State Health Care Authority (HCA) to establish a new standardized Palliative Care Benefit for the state's Medicaid program and Public Employees Benefit Board (PEBB) and the School Employees Benefit Board (SEBB) are moving forward!

In the 2022 WA State Legislature, we were able to get $250,000 in state funding to help establish a Palliative Care Benefit at the HCA to create a standardized payment methodology for Medicaid, PEBB and SEBB. The funding was used by HCA to hire Oregon Health Sciences University Evidence Based Program to do a "gap analysis" to implementing the palliative care benefit. The last piece of the "puzzle" was an actuarial analysis for the new benefit. The legislature decided early on not to give HCA additional funding until they came up with a program that clarified the need for more state funds.

A **"Listening Session on the HCA Palliative Care Benefit for WA State Medicaid"** was held on March 13th, 2023 in place of our last palliative care networking call. We had 36 people attend the session with the HCA staff, OHSU team and our membership! We received a very warm response from the team leader at HCA, Dr. Sophie Miller, Medical Officer who said "We so appreciate your thoughtfulness and involvement. We found your input during the March 13 listening session to be quite valuable. Once we have a bit more information about the NASHP group and next steps you can count on us to be back in touch. We are excited about the next steps on this important work.

With considerable encouragement from me, the HCA applied with the National Academy for State Health Policy (NASHP), supported by The John A. Hartford Foundation, to participate in its 2023-2025 State Policy Institute to Improve Care for People with Serious Illness! **Washington was one of the 6 states accepted into the program!**

This institute will engage up to six teams of state leaders for two years to develop and/or strengthen policies and strategies to improve access to palliative care. Best practices and lessons learned from the policy institute's work will be shared with other states. Each state team will receive customized technical support from NASHP and subject matter experts on serious illness and palliative care policy during the two-year period. Topics can include advanced care planning, care management, reimbursement, managed long-term services and supports, regulations, and licensure and more. The Institute will provide state leaders with opportunities for peer-to-peer discussion, access to national expertise, and the option for developing a Medicaid palliative care benefit customized to their state's data and needs. Free of charge, states have the opportunity to work with well-respected and experienced actuaries specializing in palliative care to develop a Medicaid palliative care benefit.

Bills of High Interest….See bill update for the current status!

ESSB 5179 An act relating to increasing access to the provisions of the Washington death with dignity act. Amended to include: Requires hospitals and agencies and facilities providing hospice services to submit their policies regarding access to end-of-life care and the act to DOH.

SHB 1435 Developing a home care safety net assessment. Requires consumer-directed employers and in-home services agencies to submit specified financial information to DOH to inform the development of a home care safety net assessment to secure federal matching funds under the state's

Medicaid plan. Establishes the Home Care Safety Net Assessment Work Group to develop the home care safety net assessment proposal.

SB 5499 Concerning the multistate nurse licensure compact. Requires hospitals, establishments, ambulatory surgical facilities, nursing homes, assisted living facilities, hospice care centers, adult family homes, and nursing pools, subject to enforcement by DOH, to report to the board of nursing within 30 days of employment, nurses holding a multistate license issued by a state other than WA.

E2SSB 5236 - Concerning hospital staffing standards. Used to be a staffing ration bill and was very controversial this session. The WA State Hospital Association and the WA State Nurses Association were in a long-term battle over this bill and finally came to an agreement. No ratios, which we were opposed to, staffing committees will be enforced by DOH and L & I.

ESHB 1547 - Increasing the health care workforce by authorizing out-of-state providers to practice immediately. (Still in rules) Creates an expedited temporary practice permit process for registered nurses, advanced registered nurse practitioners, and licensed practical nurses, who are licensed in Alaska, California, Idaho, or Oregon, to practice in Washington.

E2SSB 5278 Home care aide certification. Allows DOH more discretion for the preparation, grading, and administration of the home care aide certification examination. Requires DOH and DSHS to address delays between training and testing, the lack of test sites, and performance and contract management processes, by completing specific requirements and submitting a preliminary report to the Governor and Legislature no later than June 30, 2024.

E2SHB 1694 Addressing home care workforce shortages.

- Expands timelines and testing opportunities for long-term care workers seeking a home care aide certification.
- Expands the list of family members who are exempt from having to become certified home care aides and reduces the training requirements for these caregivers.
- Exempts certain home care aides and nursing assistants whose licensing credentials have expired from paying late fees or renewal fees.
- Directs the Department of Social and Health Services to study the feasibility and cost of paying the parents of medically complex children under 18 years old, and the spouses or registered domestic partners of a person with complex medical needs.

2SSB 5103 Concerning payment to acute care hospitals for difficult to discharge Medicaid patients. Requires hospitals to be reimbursed for medical assistance enrollees staying in a hospital when they do not meet inpatient care criteria and are not discharged from the hospital because an appropriate placement is not available.

Directs the Health Care Authority to adopt rules to identify which health care services must be included in the daily reimbursement rate and which services may be billed separately for patients who are in a hospital and do not meet inpatient criteria.

Department of Health (DOH)

Licensure Fee Increases and Decreases: There are several fee increases and decreases coming up effective June 1, 2023 for the professions listed below.

- Licensed Advanced Social Worker and Licensed Independent Clinical Social Worker
- Certified Counselor, Certified Adviser, and Registered Agency Affiliated Counselor
- Speech-Language Pathologist and Speech-Language Pathology Assistant
- Physical Therapist and Physical Therapist Assistant
- Home Care Aide

If a credential holder's expiration date is **before** June 1, 2023, they still pay the **old renewal fee**.

As of June 1, 2023, the new fees will be effective for everyone regardless of when their expiration date is.

All new application fees are effective June 1. Renewal notices with the old fees went out by mistake for June expiration dates. We apologize for the confusion and are currently sending deficiency letters and creating refund requests for anyone who may have underpaid or overpaid for licenses expired June 1, 2023-June 30, 2023. In addition, we are updating professions' webpages with the new fees noted.

Secretary of Health Mask Order: Effective April 3, 2023, the Washington State Department of Health (DOH) **will end** the Secretary of Health mask order, which currently requires universal masking in healthcare, long-term care, and adult correctional facilities for people age 5 and older. Please see article below for further information.
Masking requirements in healthcare, long-term care, and correctional facilities to end April 3 | Washington State Department of Health

Update the Interim Recommendations for SARS-CoV-2 Infection Prevention and Control in Healthcare Settings: On April 3rd, updates will be found at this web page: DOH COVID-19 Infection Prevention in Healthcare Settings. DOH is holding a webinar on April 6th, 2023 to review DOH healthcare guidance updates. After the changes are presented, there will be time for a Q&A session. A follow-up webinar is scheduled for April 20th to review Frequently Asked Questions and additional SME presentations related to the updated guidance. Please tune in on **Thursday, April 6, 2023 from 10am-12pm and Thursday April 20th, 2023 from 10am-1130am**. Use the link below to register for both webinars. You may also contact HAI-COVID@doh.wa.gov with questions.
https://us02web.zoom.us/webinar/register/WN_aOhRSA38RXm-m4wgK2Bd9g

Home Health and Hospice Certificate of Need (CON): No news yet on when they plan to start public hearings on CON Rules. DOH has completed their Home health and the Hospice

Certificate of Need Listening Sessions and will be gathering information for upcoming rulemaking. A number of facilities had Listening Sessions with the department and they will be prioritizing which type of facility will go first in rulemaking. We expect to hear from them sometime in March or April and the rulemaking will go on over the 2023 summer interim through the fall. They plan to take a break in November-December. Depending on the workload, they will begin again in 2024.

Statement Period: **MARCH 1 - MARCH 31, 2023**
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, 2023	*Year-to-Date January 1, 2023*
Beginning Balance	**$149,817.53**	**$146,525.45**
Cash Deposits		
Cash Withdrawals		
Income and Distributions	474.74	1,455.88
Other Transactions		-361.28
Change in Value*	-1,476.47	1,195.75
Total Assets: March 31, 2023	**$148,815.80**	**$148,815.80**

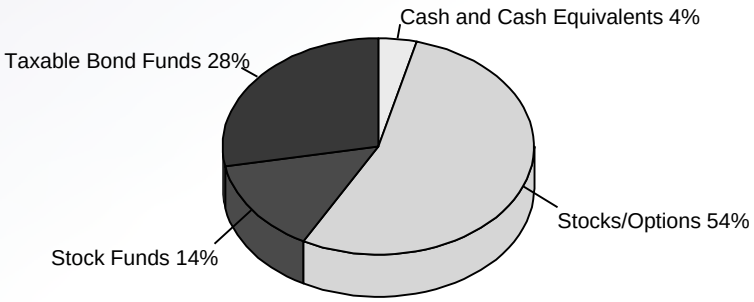
* Change in Value may include assets received in and/or delivered out.

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, 2022 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 $757,015,000 which is approximately $752,395,000 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, 2023				Gains/(-)Losses		
				% of		Realized	
	At Baird	Not at Baird	Total	Assets *	Unrealized	This Period	Year-to-Date
Cash	46.80		46.80	0.03%			
Money Market/Bank Deposit	5,218.22		5,218.22	3.51%			
Margin							
Cash and Cash Equivalents	**$5,265.02**		**$5,265.02**	**3.54%**			
Stocks/Options	81,055.06		81,055.06	54.46%	6,817.66	-48.00	-48.00
Stock Funds	20,281.26		20,281.26	13.63%	5,481.45		
Preferred Stocks							
Balanced Funds							
Tax-Exempt Bonds							
Tax-Exempt Bond Funds							
Taxable Bonds							
Taxable Bond Funds	42,214.46		42,214.46	28.37%	-3,790.10		
Unit Investment Trusts							
Annuities							
Baird Capital							
Other Investments							
Portfolio Assets	**$143,550.78**		**$143,550.78**	**96.46%**	**$8,509.01**	**-$48.00**	**-$48.00**
Total Assets	**$148,815.80**		**$148,815.80**	**100.00%**	**$8,509.01**	**-$48.00**	**-$48.00**

INCOME & DISTRIBUTION SUMMARY **

		This Period	Year-to-Date
Dividends	Tax-Exempt		
	Taxable - Qualified	148.35	511.28
	Taxable - Non-Qualified	319.13	805.79
Interest	Tax-Exempt		
	Taxable	7.26	19.00
Capital Gain Distributions			
Return of Principal			
Other			
Total Income and Distributions		**$474.74**	**$1,336.07**

TAX INFORMATION SUMMARY

		This Period	Year-to-Date
Accrued Interest Paid	Tax-Exempt		
	Taxable		
Accrued Interest Received	Tax-Exempt		
	Taxable		
Gross Proceeds		26.20	26.20
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, 2023.
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	46.80	46.80			
FDIC INSURED DEPOSIT MULTI-BANK	5,218.22	5,218.22		87.72	1.68%

Net yield from 03/01/23 - 03/31/23 was 1.68%.

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.	5,218.22

Total Cash and Cash Equivalents	**$5,265.02**	**$5,265.02**		**$87.72**	**1.67%**

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	159.3700	97.0486	12,749.60	7,763.89	4,985.71	473.60	3.71%
ALASKA AIR GROUP INC	ALK	100	41.9600	65.5800	4,196.00	6,558.00	-2,362.00	N/A	N/A
DIVERSIFIED HEALTHCARE TRUST SBI	DHC	300	1.3500	23.6135	405.00	6,324.25***	-5,919.25	12.00	2.96%
EXPEDIA GROUP INC	EXPE	55	97.0300	128.5516	5,336.65	7,070.34	-1,733.69	N/A	N/A
RMR GROUP INC CL A	RMR	3	26.2400	11.8900	78.72	35.67	43.05	4.80	6.10%
RAYTHEON TECHNOLOGIES CORP	RTX	93	97.9300	82.4149	9,107.49	7,664.59	1,442.90	204.60	2.25%

ASSET DETAILS continued

	Symbol/CUSIP Bond Rating+	Quantity	Current Price	Average Unit Cost	Current Value	Cost	Unrealized Gain/(-)Loss*	Anticipated Annualized Income	Current Yield %
Stocks/Options continued									
SIX FLAGS ENTERTAINMENT CORP NEW	SIX	150	26.7100	56.0749	4,006.50	8,411.24***	-4,404.74	N/A	N/A
STARBUCKS CORP	SBUX	125	104.1300	14.2369	13,016.25	1,779.61	11,236.64	265.00	2.04%
UNITED PARCEL SERVICE INC CL B	UPS	60	193.9900	115.9950	11,639.40	6,959.70	4,679.70	388.80	3.34%
U S BANCORP DE NEW	USB	165	36.0500	43.2977	5,948.25	7,144.12	-1,195.87	316.80	5.33%
VERIZON COMMUNICATIONS INC	VZ	150	38.8900	51.2033	5,833.50	7,680.50	-1,847.00	391.50	6.71%
WEYERHAEUSER CO	WY	290	30.1300	24.1176	8,737.70	6,845.49***	1,892.21	220.40	2.52%
Total Stocks/Options					**$81,055.06**	**$74,237.40**	**$6,817.66**	**$2,277.50**	**2.81%**
Stock Funds									
WASHINGTON MUTUAL INVESTORS CL F3	FWMIX								
REINVESTMENTS		387.787	52.3000	38.1650	20,281.26	14,799.88	5,481.45	445.25	2.20%
Total Stock Funds					**$20,281.26**	**$14,799.88**	**$5,481.45**	**$445.25**	**2.20%**
Taxable Bond Funds									
TEMPLETON GLOBAL INCOME FUND	GIM	1,500.000	4.4000	6.9267	6,600.00	10,390.10***	-3,790.10	585.00	8.86%
VANGUARD CASH RESERVES FEDL MONEY MARKET ADMIRAL CL	VMRXX	35,000.000	1.0000	1.0000	35,000.00	35,000.00	0.00	1,452.15	
REINVESTMENTS		614.460	1.0000	1.0000	614.46	614.46	0.00	25.85	
TOTAL		35,614.460	1.0000	1.0000	35,614.46	35,614.46	0.00	1,478.00	4.15%
CUMULATIVE INVESTMENT RETURN: $614.46					35,614.46	35,000.00			
Total Taxable Bond Funds					**$42,214.46**	**$46,004.56**	**-$3,790.10**	**$2,063.00**	**4.89%**
Total Portfolio Assets					**$143,550.78**	**$135,041.84**	**$8,509.01**	**$4,785.75**	**3.33%**
Total Assets					**$148,815.80**	**$140,306.86**	**$8,509.01**	**$4,873.47**	**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.

ASSET DETAILS continued

	Symbol/CUSIP Bond Rating+	Quantity	Current Price	Average Unit Cost	Current Value	Cost	Unrealized Gain/(-)Loss*	Anticipated Annualized Income	Current Yield %

*** 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	**$4,981.31**	**$4,609.72**
Buy and Sell Transactions	Assets Sold/Redeemed	26.20	26.20
	Assets Bought	-217.23	-465.50
Cash Deposits and Withdrawals	Deposits		
	Withdrawals		
Income and Distributions	Dividends	467.48	1,436.88
	Interest	7.26	19.00
	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		-361.28
	Other Transactions		
	Closing Balance - Cash and Cash Equivalents	**$5,265.02**	**$5,265.02**

ACTIVITY DETAILS

SUBACCOUNT ACTIVITY

Date	Activity	Quantity	Price	Description	Total	Cash	Money Market	Margin
	Opening Balance			**Total Opening Balance**	**$4,981.31**	**$48.00**	**$4,933.31**	**$0.00**
03/01/23	Purchase			FDIC INSURED DEPOSIT		-48.00	48.00	
03/01/23	Dividend			VANGUARD CASH RESERVES FEDL MONEY MARKET ADMIRAL CL	122.76	122.76		

ACTIVITY DETAILS continued

Date	Activity	Quantity	Price	Description	Total
03/01/23	Asset Bought-Reinv	122.7600		VANGUARD CASH RESERVES FEDL MONEY MARKET ADMIRAL CL REINVEST AT 1.000	-122.76
03/10/23	Dividend			UNITED PARCEL SERVICE INC CL B	97.20
03/13/23	Purchase			FDIC INSURED DEPOSIT	
03/16/23	Dividend			WASHINGTON MUTUAL INVESTORS CL F3	94.47
03/16/23	Asset Bought-Reinv	1.8850		WASHINGTON MUTUAL INVESTORS CL F3 REINVEST AT 50.130	-94.47
03/17/23	Dividend			WEYERHAEUSER CO	55.10
03/20/23	Purchase			FDIC INSURED DEPOSIT	
03/23/23	Asset Redeem-Merger	-20		ALERISLIFE INC CHG FMGR FR ALERISLIFE INC @ 1.31	26.20
03/23/23	Dividend			RAYTHEON TECHNOLOGIES CORP	51.15
03/24/23	Purchase			FDIC INSURED DEPOSIT	
03/31/23	Interest			FDIC INSURED DEPOSIT	7.26
03/31/23	Asset Bought-Reinv			FDIC INSURED DEPOSIT	
03/31/23	Dividend			TEMPLETON GLOBAL INCOME FUND	46.80
	Closing Balance			**Total Closing Balance**	**$5,265.02**

SUBACCOUNT ACTIVITY continued

Cash	Money Market	Margin
-122.76		
97.20		
-97.20	97.20	
94.47		
-94.47		
55.10		
-55.10	55.10	
26.20		
51.15		
-77.35	77.35	
7.26		
-7.26	7.26	
46.80		
$46.80	**$5,218.22**	**$0.00**

REALIZED GAINS/(-)LOSSES

This section presents estimated realized gains or losses for your information only, and should not be used for tax purposes. To calculate gains or losses, the position with the highest purchase price has been liquidated first unless you have instructed us otherwise. We suggest you review this information for accuracy and contact your Baird Financial Advisor with any questions.

	Date Acquired	Date Sold	Quantity	Purchase Price	Sale Price	Cost Basis	Sale Proceeds	Realized Gain/(-)Loss*
Stocks/Options								
ALERISLIFE INC	01/02/20 c	03/23/23	20	3.7100	1.3100	74.20	26.20	-48.00 (LT)
Total Stocks/Options						**$74.20**	**$26.20**	**-$48.00**

REALIZED GAINS/(-)LOSSES continued

	Date Acquired	Date Sold	Quantity	Purchase Price	Sale Price	Cost Basis	Sale Proceeds	Realized Gain/(-)Loss*
Total Realized Gains/(-)Losses						**$74.20**	**$26.20**	**-$48.00**
Total Net Short-Term (ST)						**$0.00**	**$0.00**	**$0.00**
Total Net Long-Term (LT)						**$74.20**	**$26.20**	**-$48.00**

* Please note "Realized Gain/(-)Loss" does not equal total sale proceeds minus total cost basis if any cost basis amounts are missing.
c Covered Tax Lot - The cost basis, holding period and sale proceeds on this tax lot will be reported by Baird to the IRS for taxable (reportable) accounts.

INTERESTED PARTIES AND/OR SUPPORTING REPRESENTATIVE(S)

Your Supporting Representative(s) is (are):

ROBERT W BAIRD & CO INC
ADVISORY SERVICES

March 24, 2023

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

Updated Client Relationship Booklet

On March 24, 2023, 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 markups and mark downs on fixed income securities transactions and fees and commissions on certain alternative investments in our *Client Relationship Details* document.
- Clients now have the ability to purchase annuities designed for investment advisory accounts subject to certain limitations in our *Client Relationship Details* document.

Updated Client Relationship Agreement

On March 24, 2023, 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 updated the terms and conditions associated with the following tax management strategies we provide in connection with the Programs: a tax harvesting strategy and a capital gains avoidance strategy (the "BTM Strategies"). As a default feature of the ALIGN Strategic Portfolios, the ALIGN Custom Portfolios, the BairdNext Portfolios, the Russell Model Strategies and the UMA Programs, the Baird PWM Home Office implements the BTM Strategies for each non-Retirement Account enrolled in one of those Programs unless the client opts out by contacting the client's Baird Financial Advisor. Certain Baird Financial Advisors also offer tax harvesting strategies and capital gains avoidance strategies ("FATM Strategies") to non-Retirement Accounts enrolled in Baird Financial Advisor-directed Programs, including the Advisory Choice, PIM, ALIGN Custom and UAS Programs. A client is encouraged to ask the client's Baird Financial Advisor if FATM Strategies will be used if the Account is enrolled in a Program. PIM Managers and UAS Managers who offer FATM Strategies will generally implement such strategies for Accounts they manage on a discretionary basis unless a client opts out by contacting the client's Baird Financial Advisor.
- In some instances, we provide operational and administrative services to third party managers in connection with their management of client Accounts. As compensation for those services, we receive a portion of the Portfolio Fee paid by clients at an annual rate of up to 0.02% of the value of the Account. Additional information is available in the document titled "Administrative Servicing, Revenue Sharing, and Other Third Party Payments" available on our website at www.bairdwealth.com/retailinvestor.
- For tax overlay services or the impact overlay services provided by the Overlay Manager, the Overlay Manager charges a fee of 0.10% of the value of the Account annually. This amount is in addition to the Portfolio Fee paid by the client for investment management services.
- Effective June 30, 2023, the advisory annuities held in, or linked to, a client's Account that are currently unbillable will become billable, and the value of such advisory annuities will be included in the calculation of the client's Program Fee as further described in the client's agreement and Brochure.

Updated Important Account Disclosures Document

On March 24, 2023, we updated our *Important Account Disclosures* document. Following is a summary of material changes that we have made to that document since the date of the last update to that document:

- We updated information about our financial services activities and our affiliates. See the Section entitled "Certain Financial Industry Activities and Affiliations" for more information.
- We reminded clients who elect to hold cash awaiting investment in the form of broker-dealer free credits that those funds are, subject to applicable law, generally used in the operation of our business and do not earn interest.

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

Thank you for allowing Robert W. Baird & Co. Incorporated to serve you.
Visit our Web site at www.rwbaird.com. Clients enrolled in Baird Online can access updated Account Information, Baird Research and Investing Tools including the latest market information, portfolio tracking and more. Please contact your Baird Financial Advisor with questions regarding Baird Online, your account or this statement.

Committee Name: Education Committee **Date:** 4/18/2023
Date of last committee meeting: April 13, 2023
Submitted by: Debra Strom, Chair

COMMITTEE UPDATES:

Annual Conference

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

- All notifications active and open
  - Vendor/Sponsors, less than hoped for but still a solid showing.
  - Attendee Registration approx. 40
  - Lodging-15 rooms left we need to cover—about $1500 loss (had anticipated as much as $6000 loss 2 weeks ago, so much better)
  - Awards to be presented in 7 categories. Thanks to Jason D. and Lisa S. for their work in organizing the Awards Breakfast!
  - 2 posters submitted and accepted; we hoped for a couple more, but it is a good start.
- DEIB speaker – pends final confirmation and cost information.
- 12 gift baskets in the Silent Auction and 30 ish bottles of wine for the raffle.

Looking at locations for next year. Short list is:
Cedarbrook, Suncadia, Leavenworth, Walla Walla, or back to Campbell's Resort. Will be parecon on Sunday, conference Monday and Tuesday.

We believe the lower attendance is primarily due to the financial state of the membership agencies. While we cannot operate at a loss every year, the committee would like to try a destination location again next year. We are exploring some ideas to increase attendance and assure more value to sponsors/vendors:

- Add a third track with OASIS Education—OASIS Answers if possible, with testing only on a third day (shared breaks, vendor access at lunch, before/after training)
- Potentially pull the silent auction and awards banquet out of the conference and move to the fall—upscale the event more like a gala and host at a nice hotel. Allows the conference to have adequate CEU content, with time for on-site exploration. This would give us two events a year, and makes the awards a bigger deal with a nice evening out; without the time commitment of a conference. May result in more family/colleague support at the awards.

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Webinar Series

- **Thursday, April 27th 8-9am** | Inpatient Home Health Liaisons Impact and Implications – Brandon Mayo BSN, RN BMayo@peacehealth.org . We have 28 attendees registered to attend this program.
- **Thursday, June 29th 8-9am** | *Dementia Assessment and Interventions in Home Health – Joanie Howe, PT DPT, JMHowe@evergreenhealthcare.org – this is the same topic Joanie presented on early last year. She is willing to do a fresh topic if preferred.
- **Thursday, September 28th, 8-9am** | TBD
- **Thursday, October 26th 8-9am** | Wound Assessments by Therapists in the Home Health Population
    - John Ruth, RN JTRuth@evergreenhealthcare.org
    - Katie Curtis KACurtis@evergreenhealthcare.org
    - Nancy Crutcher, BSN, RN, CWON NCCrutcher@evergreenhealthcare.org
- **Thursday, November 30th 8-9am** | Heart Failure Management and Transition to Hospice (title to be finalized
    - Elizabeth Westover, MSN, RN ,CPHQ EWestover@peacehealth.org

BOARD ACTION REQUESTED:

Approval to attempt destination conference again next year. Volumes are usually higher if on the west side and may be more appealing to vendor/sponsors. Do we contract around airports, or really try to get away. It does increase travel costs for speakers.

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2023 Committee Report

Committee Name: PAC Fundraising **Date: 4/17/23**
Date of last committee meeting: 4/13/23
Submitted by: Gina Anderson

COMMITTEE UPDATES:

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

1. Wine Raffle-29/30 bottles of wine obtained
2. Silent Auction-13/15 auction baskets obtained
3. Golden Ticket-$100 ticket at chance to win Seattle Weekend (Kraken tickets, hotel, restaurant gift cards and 120k Alaska Airline miles)-Kraken tickets and swag have been requested. Changing golden ticket to Kraken theme
4. Donation Gift-paper flower magnet corsage-$40 donation

BOARD ACTION REQUESTED:

1. **Would like 2 more baskets to hit our goal**
2. **Please don't forget to bring wine and baskets to the event.**
3. **Donations of Kraken swag would be greatly appreciated as well**

Next committee meeting information:
Date/Time:
Location:

2023 Committee Report

Committee Name: Membership **Date: 4/17/23**
Date of last committee meeting: 3/3/23
Submitted by: Jason

COMMITTEE UPDATES:

Sub-committee work- award submissions have been reviewed and recipients selected and notified. We had a pretty good slate of candidates which covered most of the potential categories.

Membership dues - 13 unpaid members

- A Helping Hand Home Care
- Careforce
- Happy Quest Home Care
- Kaiser Permanente
- Light Within Home Health
- MGA Home Care LLC
- PeaceHealth Hospice and PeaceHealth Homecare (SW WA)
- Providence Home Health
- Providence Hospice and Home Care of Snohomish County
- Providence Home Services (King County)
- Providence Sound HomeCare and Hospice
- Providence VNA Home Health
- Wenatchee Home Health Northwest

Board mentorship idea- what does the board think of idea of adding a 'board elect' category and/or creating more formal opportunities for potential future candidates to increase our strength and onboarding time for future board members? Bylaws?

BOARD ACTION REQUESTED:

Next committee meeting information:
Date/Time: June 1, 2023 at 10 AM
Location: MS Teams

2023 Committee Report

Committee Name: QAPI **Date: 4/19/2023**
Date of last committee meeting:3/22/2023
Submitted by: Amber Hahn-Keenan

COMMITTEE UPDATES:

Our committee has voted to move these Member Roundtable meeting to quarterly due to the small participation and struggle to find topics that are meaningful to the membership.

Deb, Nathaniel, and I met on 3/22 and reviewed potential topics for the quarterly roundtable. A topic mentioned in earlier brainstorming was EVV (Electronic Visit Verification) and we felt it was time to bring this topic to group discussion. Nathaniel shared that EVV has went live in other branches of his agency and that he could present lessons learned as a kickoff point for robust discussion. Nathaniel worked with Carissa to develop messaging for the members and selected a date. The next meeting with member is Monday, 4/24 at 8:30am.

BOARD ACTION REQUESTED:

Continued engagement in topic selection and encouragement of participation when we have the roundtable meetings.

Next committee meeting information:
Date/Time: TBD
Location: Teams Meeting