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

HCAW Board Packet

May 16, 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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HCAW May 2024 Board Meeting Agenda

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

Date: 5/16		**Time:** 9:00 a.m.-10:00 a.m.	**Location:** MS Teams	
TIME	**TOPIC**	**DISCUSSION**	**ACTION PLAN**	**RESPONSIBLE**
9:00 a.m.	Welcome	Welcome		Shelly

9:05 a.m.	Call to Order	Welcome/Updates
		• Consent Agenda:
		  ○ April 2024 Minutes
		  ○ April 2024 Financials
			Acceptance	Shelly

9:10 a.m.	General Business	Updates • Conference Debrief & Co-Location • 2024/25 Budget Review		Shelly Kelly
9:35 a.m.	Committee Report Reports in packet	Annual Business Meeting • AME Committee • Membership • Public Policy	Discussion	Gina/Imee All
9:45 a.m.	Public Policy	Public Policy Director Report • Report in Packet	Review & Questions	Leslie
9:50 a.m.	Staff Business	• AMI Contract • Public Policy Compensation Increase Request	Review & Questions	Shelly
10:00 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.

Executive Committee Meeting Minutes
Saturday, April 27th, 2024
Shelly Home – Walla Walla, WA

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, Regina Anderson, Jason Darling, Ryan Larsen, Mirna Musun, Imee Vi-Nebres,

Virtual: Amber Hahn-Keenan, Treasurer – Kelly Pajinag

Staff: Carissa Linnane, Leslie Emerick

Not in Attendance: Past President - Brent Korte, Kate Morrison

Meeting called to order at 3:20 pm by Shelly McDiarmid

CONSENT AGENDA

March Minutes and Financials – Approved

PUBLIC POLICY

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

HCAW PAC Donation Request
Motion to approve the request to make $1,200 PAC contribution to the Democratic and Republican senate and house committees approved. This results in a total of 4 contributions amounting to $4,800.

Palliative Care Workgroup
Ryan L. agreed to serve in the Palliative Care Workgroup.

EVV
Recap of our recent meeting with the Health Care Authority. Please share if you have an EMR vendor that is able to comply with the EVV requirements.

GENERAL BUSINESS

Annual Business Meeting & Board Elections
The committees who will report out during our annual business meeting know who they are. Please be prepared to speak for 3-5 minutes. During this meeting we will host a vote of the membership to ratify our slate of board members for 2024-2025.

Clinical Director
Jennifer's start date is May 1, 2024. A small group of us are working on an onboarding plan.

COMMITTEE REPORT

Education Committee

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

Annual Conference

We have achieved our sponsorship financial goals for the conference thanks to the hard work of our committee. Polsinelli even agreed to sponsor our conference. We have also nearly met our monetary goal for attendee registration for the conference.

PAC Auction & Raffle

Bring wine and gift baskets to the registration desk on Monday morning so we don't have to worry about storing donated items.

Membership Committee

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

The meeting closed at 4:00 pm.

We will see everyone at Kontos at 4:30 tonight for our vendor, speaker, sponsor reception.

Action Items:

All:

- Share if you are aware of an EMR vendor that can meet EVV requirements.
- Drop off donations Monday at the registration desk.

Carissa:

- Issue PAC disbursements as directed by the board.

Financial Report Notes Prepared May 13, 2024, by Carissa Linnane, Executive Director

- **Operational Health Snapshot**
  - As of April 30th, our net income is $ 221,963; A $82,960 increase from the previous YTD. We have achieved 167% of our budgeted income target. Our total current assets are $565,025, up 5% from the previous YTD.

- **Balance Sheet**
  - Current Assets:
    - Umpqua Checking: Balance $221,529 up $1,343 from the previous YTD.
    - Baird Investments:
      - Investment Assets: $149,301 up $6,285 from the previous YTD.
      - Cash & Equivalents: $5,472 up $445 from the previous YTD.
    - Money Market: has remained stable at $65,747.
    - 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: $89,141 (2024 Member Dues).
    - Accounts Payable:
      - Outstanding Balance: $2,190

- **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: $1,450 YTD.
    - Programming & Education
      - Workshops & Seminars: YTD earnings are $12,065.
      - Annual Conference: $40,658.
      - Total Programming: $52,723.
  - 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.
    - A good portion of conference expenses were paid out in April including our final deposit to the Marc and speaker expenses totaling $9,900. All remaining conference expenses will be reflected in the May financial reports.

- **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
As of April 30, 2024

	Apr 30, 24
ASSETS	
Current Assets	
Checking/Savings	
Baird Cash and Equivalents	5,472.17
Bairds Investment Assets	149,301.47
Umpqua Checking - 0944	221,529.67
Umpqua Money Mkt #0936	65,846.23
Umpqua PAC - 0951	10,230.46
Total Checking/Savings	452,380.00
Accounts Receivable	
Accounts Receivable	89,141.58
Total Accounts Receivable	89,141.58
Other Current Assets	
Prepaid Expenses	65.00
Prepaid Insurance	-1,304.20
Prepaid Workshop Expenses	1,040.00
Undeposited Funds	23,703.42
Total Other Current Assets	23,504.22
Total Current Assets	565,025.80
TOTAL ASSETS	565,025.80
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	2,190.21
Total Accounts Payable	2,190.21
Other Current Liabilities	
Deferred Dues	
Affiliate Dues	1,445.84
Provider Dues	3,826.30
Total Deferred Dues	5,272.14
Total Other Current Liabilities	5,272.14
Total Current Liabilities	7,462.35
Total Liabilities	7,462.35
Equity	
Retained Earnings	98,055.05
Unrestricted Net Assets	237,544.50
Net Income	221,963.90
Total Equity	557,563.45
TOTAL LIABILITIES & EQUITY	565,025.80

Home Care Association of Washington
Balance Sheet Prev Year Comparison
As of April 30, 2024

	Apr 30, 24	Apr 30, 23	$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
Baird Cash and Equivalents	5,472.17	5,026.24	445.93	8.87%
Bairds Investment Assets	149,301.47	143,016.45	6,285.02	4.4%
Umpqua Checking - 0944	221,529.67	220,185.68	1,343.99	0.61%
Umpqua Money Mkt #0936	65,846.23	65,747.27	98.96	0.15%
Umpqua PAC - 0951	10,230.46	2,744.81	7,485.65	272.72%
Total Checking/Savings	452,380.00	436,720.45	15,659.55	3.59%
Accounts Receivable				
Accounts Receivable	89,141.58	95,790.80	-6,649.22	-6.94%
Total Accounts Receivable	89,141.58	95,790.80	-6,649.22	-6.94%
Other Current Assets				
Prepaid Expenses	65.00	785.00	-720.00	-91.72%
Prepaid Insurance	-1,304.20	245.73	-1,549.93	-630.75%
Prepaid Workshop Expenses	1,040.00	1,040.00	0.00	0.0%
Undeposited Funds	23,703.42	0.00	23,703.42	100.0%
Total Other Current Assets	23,504.22	2,070.73	21,433.49	1,035.07%
Total Current Assets	565,025.80	534,581.98	30,443.82	5.7%
TOTAL ASSETS	565,025.80	534,581.98	30,443.82	5.7%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	2,190.21	523.29	1,666.92	318.55%
Total Accounts Payable	2,190.21	523.29	1,666.92	318.55%
Other Current Liabilities				
Deferred Dues				
Affiliate Dues	1,445.84	1,533.32	-87.48	-5.71%
Provider Dues	3,826.30	184,101.48	-180,275.18	-97.92%
Total Deferred Dues	5,272.14	185,634.80	-180,362.66	-97.16%
Total Other Current Liabilities	5,272.14	185,634.80	-180,362.66	-97.16%
Total Current Liabilities	7,462.35	186,158.09	-178,695.74	-95.99%
Total Liabilities	7,462.35	186,158.09	-178,695.74	-95.99%
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	221,963.90	82,960.99	139,002.91	167.55%
Total Equity	557,563.45	348,423.89	209,139.56	60.02%
TOTAL LIABILITIES & EQUITY	565,025.80	534,581.98	30,443.82	5.7%

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

	Jul '23 - Apr 24	Jul '22 - Apr 23	$ Change	% Change
Ordinary Income/Expense				
Income				
PAC Contributions	4,730.76	2,500.00	2,230.76	89.23%
MEMBERSHIP				
Affiliate Dues	3,104.14	3,491.43	-387.29	-11.09%
Provider Dues	342,707.83	176,082.38	166,625.45	94.63%
Total MEMBERSHIP	345,811.97	179,573.81	166,238.16	92.57%
OPERATING				
Job Target/Career Board	1,450.38	825.00	625.38	75.8%
Total OPERATING	1,450.38	825.00	625.38	75.8%
PROGRAMMING				
Annual Meeting/Conv - Spring				
Sponsorships/Endorsements/Rebat	10,357.50	8,325.00	2,032.50	24.41%
Annual Meeting/Conv - Spring - Other	30,301.00	19,424.00	10,877.00	56.0%
Total Annual Meeting/Conv - Spring	40,658.50	27,749.00	12,909.50	46.52%
OCS OASIS Partnership	0.00	60.00	-60.00	-100.0%
Workshops/Seminars	12,065.00	55,044.15	-42,979.15	-78.08%
Total PROGRAMMING	52,723.50	82,853.15	-30,129.65	-36.37%
Total Income	404,716.61	265,751.96	138,964.65	52.29%
Gross Profit	404,716.61	265,751.96	138,964.65	52.29%
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%
Professional Fees - Other	0.00	371.00	-371.00	-100.0%
Total Professional Fees	1,800.00	2,171.00	-371.00	-17.09%
Bank / Merchant Fees	4,913.90	4,613.08	300.82	6.52%
Business License	0.00	70.00	-70.00	-100.0%
Insurance	3,369.20	2,005.01	1,364.19	68.04%
Management	69,000.00	69,000.00	0.00	0.0%
Miscellaneous	330.76	0.00	330.76	100.0%
Office Supplies	24.52	356.33	-331.81	-93.12%
Postage	86.39	146.30	-59.91	-40.95%
Printing/Copies	380.31	415.02	-34.71	-8.36%
Publications/Subscriptions	712.59	1,155.96	-443.37	-38.36%
Telephone	378.65	305.12	73.53	24.1%
Total ADMINISTRATIVE	81,145.02	80,459.07	685.95	0.85%

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

	Jul '23 - Apr 24	Jul '22 - Apr 23	$ Change	% Change
ADVOCACY				
Lobbyist Expenses	305.72	0.00	305.72	100.0%
Lobbyist/Legislative Consultant	40,000.00	40,000.00	0.00	0.0%
Policy & Advocacy	19,612.50	11,958.75	7,653.75	64.0%
Total ADVOCACY	59,918.22	51,958.75	7,959.47	15.32%
COMMUNICATIONS				
Newsletters/Publications	38.88	0.00	38.88	100.0%
Website- Reg & Maint	40.50	562.69	-522.19	-92.8%
Total COMMUNICATIONS	79.38	562.69	-483.31	-85.89%
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	550.00	10,433.09	-9,883.09	-94.73%
NAHC Dues/Other Memberships	625.00	562.50	62.50	11.11%
Public Relations/ Awards	0.00	398.90	-398.90	-100.0%
Total MEMBERSHIP SERVICE/RETENTION	1,175.00	11,394.49	-10,219.49	-89.69%
PROGRAMS				
Annual Mtg/Convention Spring				
A/V - Technology	85.40	0.00	85.40	100.0%
Food and Beverage	16,740.00	74.43	16,665.57	22,390.93%
Speaker	9,900.00	0.00	9,900.00	100.0%
Printing & Supplies	98.32	62.56	35.76	57.16%
Total Annual Mtg/Convention Spring	26,823.72	136.99	26,686.73	19,480.79%
Workshops/Seminar Expense				
A/V-Technology	3,976.18	4,407.97	-431.79	-9.8%
Food and Beverage	1,597.89	4,687.67	-3,089.78	-65.91%
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	5,783.90	-4,593.68	-79.42%
Total Workshops/Seminar Expense	18,764.29	41,002.84	-22,238.55	-54.24%
Total PROGRAMS	45,588.01	41,139.83	4,448.18	10.81%
Total Expense	190,259.98	188,168.35	2,091.63	1.11%
Net Ordinary Income	214,456.63	77,583.61	136,873.02	176.42%
Other Income/Expense				
Other Income				
Interest & Dividends	4,673.70	2,865.16	1,808.54	63.12%
Gain/Loss on Investments	2,833.57	2,512.22	321.35	12.79%
Total Other Income	7,507.27	5,377.38	2,129.89	39.61%
Net Other Income	7,507.27	5,377.38	2,129.89	39.61%

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

	Jul '23 - Apr 24	Jul '22 - Apr 23	$ Change	% Change
Net Income	221,963.90	82,960.99	139,002.91	167.55%

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

	Jul '23 - Apr 24	Budget	% of Budget
Ordinary Income/Expense			
Income			
PAC Contributions	4,730.76	10,000.00	47.31%
MEMBERSHIP			
Affiliate Dues	3,104.14	3,500.00	88.69%
Provider Dues	342,707.83	224,400.00	152.72%
Total MEMBERSHIP	345,811.97	227,900.00	151.74%
OPERATING			
Job Target/Career Board	1,450.38	1,500.00	96.69%
Total OPERATING	1,450.38	1,500.00	96.69%
PROGRAMMING			
Annual Meeting/Conv - Spring			
Sponsorships/Endorsements/Rebat	10,357.50	10,000.00	103.58%
Annual Meeting/Conv - Spring - Other	30,301.00	45,000.00	67.34%
Total Annual Meeting/Conv - Spring	40,658.50	55,000.00	73.93%
OCS OASIS Partnership	0.00	500.00	0.0%
Workshops/Seminars	12,065.00	40,000.00	30.16%
Total PROGRAMMING	52,723.50	95,500.00	55.21%
Total Income	404,716.61	334,900.00	120.85%
Gross Profit	404,716.61	334,900.00	120.85%
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	4,913.90	5,000.00	98.28%
Business License	0.00	20.00	0.0%
Insurance	3,369.20	2,300.00	146.49%
Management	69,000.00	82,800.00	83.33%
Miscellaneous	330.76	0.00	100.0%
Office Supplies	24.52	300.00	8.17%
Postage	86.39	350.00	24.68%
Printing/Copies	380.31	400.00	95.08%
Publications/Subscriptions	712.59	1,500.00	47.51%
Telephone	378.65	500.00	75.73%
Total ADMINISTRATIVE	81,145.02	98,470.00	82.41%

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

	Jul '23 - Apr 24	Budget	% of Budget
ADVOCACY			
Lobbyist Expenses	305.72	1,000.00	30.57%
Lobbyist/Legislative Consultant	40,000.00	48,000.00	83.33%
Policy & Advocacy	19,612.50	11,500.00	170.54%
Total ADVOCACY	59,918.22	60,500.00	99.04%
COMMUNICATIONS			
Newsletters/Publications	38.88		
Website- Reg & Maint	40.50	2,000.00	2.03%
Total COMMUNICATIONS	79.38	2,000.00	3.97%
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	550.00	31,500.00	1.75%
Clinical Director Expenses	0.00	500.00	0.0%
NAHC Dues/Other Memberships	625.00	1,500.00	41.67%
Public Relations/ Awards	0.00	350.00	0.0%
Total MEMBERSHIP SERVICE/RETENTION	1,175.00	33,850.00	3.47%
PROGRAMS			
Annual Mtg/Convention Spring			
A/V - Technology	85.40	5,500.00	1.55%
Food and Beverage	16,740.00	25,000.00	66.96%
Lodging	0.00	1,000.00	0.0%
Speaker	9,900.00	10,000.00	99.0%
Printing & Supplies	98.32	1,500.00	6.56%
Annual Mtg/Convention Spring - Other	0.00	1,000.00	0.0%
Total Annual Mtg/Convention Spring	26,823.72	44,000.00	60.96%
Workshops/Seminar Expense			
A/V-Technology	3,976.18	3,250.00	122.34%
Food and Beverage	1,597.89	4,500.00	35.51%
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	18,764.29	34,250.00	54.79%
Total PROGRAMS	45,588.01	78,250.00	58.26%
Total Expense	190,259.98	286,970.00	66.3%
Net Ordinary Income	214,456.63	47,930.00	447.44%
Other Income/Expense			
Other Income			
Interest & Dividends	4,673.70	750.00	623.16%

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

	Jul '23 - Apr 24	Budget	% of Budget
Gain/Loss on Investments	2,833.57	2,500.00	113.34%
Total Other Income	7,507.27	3,250.00	230.99%
Net Other Income	7,507.27	3,250.00	230.99%
Net Income	221,963.90	51,180.00	433.69%

Statement Period: **APRIL 1 - APRIL 30, 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 April 1, 2024	*Year-to-Date January 1, 2024*
Beginning Balance	**$160,814.39**	**$154,819.16**
Cash Deposits		
Cash Withdrawals		
Income and Distributions	296.59	1,661.62
Other Transactions	-399.82	-784.73
Change in Value*	-5,937.52	-922.41
Total Assets: April 30, 2024	**$154,773.64**	**$154,773.64**

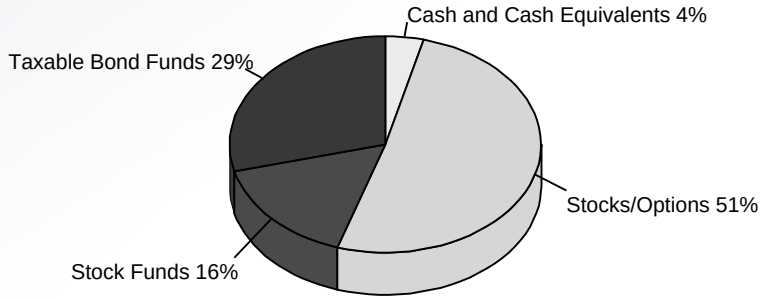
* Change in Value may include assets received in and/or delivered out.

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

On May 28, 2024, Baird – as part of an industry-wide move – is moving from a two-day (T+2) to a one-day (T+1) settlement process on security purchases and sales. This transition will reduce some market risk for investors and the market as a whole.

Portfolio Bulletin Board

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

Account Protection

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

Robert W. Baird & Co. Incorporated
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ASSET SUMMARY

	Value as of April 30, 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	5,457.18		5,457.18	3.53%			
Margin							
Cash and Cash Equivalents	**$5,472.17**		**$5,472.17**	**3.54%**			
Stocks/Options	79,762.17		79,762.17	51.53%	5,536.77		
Stock Funds	24,765.21		24,765.21	16.00%	8,507.75		
Preferred Stocks							
Balanced Funds							
Tax-Exempt Bonds							
Tax-Exempt Bond Funds							
Taxable Bonds							
Taxable Bond Funds	44,774.09		44,774.09	28.93%	-10,184.29		
Unit Investment Trusts							
Annuities							
Baird Capital							
Other Investments							
Portfolio Assets	**$149,301.47**		**$149,301.47**	**96.46%**	**$3,860.23**	**$0.00**	**$0.00**
Total Assets	**$154,773.64**		**$154,773.64**	**100.00%**	**$3,860.23**	**$0.00**	**$0.00**

INCOME & DISTRIBUTION SUMMARY **

		This Period	*Year-to-Date*
Dividends	Tax-Exempt		
	Taxable - Qualified	80.85	610.57
	Taxable - Non-Qualified	206.27	824.24
Interest	Tax-Exempt		
	Taxable	9.47	37.10
Capital Gain Distributions			
Return of Principal			
Other			
Total Income and Distributions		**$296.59**	**$1,471.91**

TAX INFORMATION SUMMARY

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

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

** Certain distributions made in the current year that are reported in the prior year and/or taxable non-cash transactions may cause a difference in totals between the Income and Distribution Summary and Activity Summary tables.

ASSET DETAILS

This section shows the cash, cash equivalents and/or securities in your account. It reflects market values as of the close of business, April 30, 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	5,457.18	5,457.18	112.09	2.05%

Annual Percentage Yield earned from 04/01/24 - 04/30/24 was 2.07%.

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.	0.21
U.S. BANK	5,456.97

Total Cash and Cash Equivalents	**$5,472.17**	**$5,472.17**	**$112.09**	**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	162.6400	97.0486	13,011.20	7,763.89	5,247.31	496.00	3.81%
ALASKA AIR GROUP INC	ALK	100	43.0200	65.5800	4,302.00	6,558.00	-2,256.00	N/A	N/A
DIVERSIFIED HEALTHCARE TRUST SBI	DHC	300	2.3600	23.6135	708.00	6,312.25***	-5,604.25	12.00	1.69%
EXPEDIA GROUP INC	EXPE	55	134.6300	128.5516	7,404.65	7,070.34	334.31	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	23.7200	11.8900	71.16	35.67	35.49	5.40	7.59%
RTX CORP	RTX	93	101.5200	82.4149	9,441.36	7,664.59	1,776.77	219.48	2.32%
SIX FLAGS ENTERTAINMENT CORP NEW	SIX	150	23.5800	56.0749	3,537.00	8,411.24***	-4,874.24	N/A	N/A
STARBUCKS CORP	SBUX	125	88.4900	14.2369	11,061.25	1,779.61	9,281.64	285.00	2.58%
UNITED PARCEL SERVICE INC CL B	UPS	60	147.4800	115.9950	8,848.80	6,959.70	1,889.10	391.20	4.42%
U S BANCORP DE NEW	USB	165	40.6300	43.2977	6,703.95	7,144.12	-440.17	323.40	4.82%
VERIZON COMMUNICATIONS INC	VZ	150	39.4900	51.2033	5,923.50	7,680.50	-1,757.00	399.00	6.74%
WEYERHAEUSER CO	WY	290	30.1700	24.1176	8,749.30	6,845.49***	1,903.81	232.00	2.65%
Total Stocks/Options					**$79,762.17**	**$74,225.40**	**$5,536.77**	**$2,363.48**	**2.96%**
Stock Funds									
WASHINGTON MUTUAL INVESTORS CL F3	FWMIX								
REINVESTMENTS		414.134	59.8000	39.2565	24,765.21	16,257.47	8,507.75	449.54	1.82%
Total Stock Funds					**$24,765.21**	**$16,257.47**	**$8,507.75**	**$449.54**	**1.82%**
Taxable Bond Funds									
SABA CAPITAL INCOME & OPPORTUNITIES FUND II	SABA	517.000	3.7700	23.4688	1,949.09	12,133.38***	-10,184.29	179.91	9.23%
VANGUARD CASH RESERVES FEDL MONEY MARKET ADMIRAL CL	VMRXX	40,000.000	1.0000	1.0000	40,000.00	40,000.00	0.00	2,151.85	
REINVESTMENTS		2,825.000	1.0000	1.0000	2,825.00	2,825.00	0.00	152.13	
TOTAL		42,825.000	1.0000	1.0000	42,825.00	42,825.00	0.00	2,303.98	5.38%
CUMULATIVE INVESTMENT RETURN: $2,825.00					42,825.00	40,000.00			
Total Taxable Bond Funds					**$44,774.09**	**$54,958.38**	**-$10,184.29**	**$2,483.89**	**5.55%**
Total Portfolio Assets					**$149,301.47**	**$145,441.25**	**$3,860.23**	**$5,296.91**	**3.55%**

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					**$154,773.64**	**$150,913.42**	**$3,860.23**	**$5,409.00**	**3.49%**

\+ 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	**$5,766.68**	**$5,447.67**
Buy and Sell Transactions	Assets Sold/Redeemed		
	Assets Bought	-191.28	-852.39
Cash Deposits and Withdrawals	Deposits		
	Withdrawals		
Income and Distributions	Dividends	287.12	1,624.52
	Interest	9.47	37.10
	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	-399.82	-784.73
	Other Transactions		
	Closing Balance - Cash and Cash Equivalents	**$5,472.17**	**$5,472.17**

ACTIVITY DETAILS

SUBACCOUNT ACTIVITY

Date	*Activity*	*Quantity*	*Price*	*Description*	*Total*	*Cash*	*Money Market*	*Margin*
	Opening Balance			**Total Opening Balance**	**$5,766.68**	**$14.99**	**$5,751.69**	**$0.00**
04/01/24	Purchase			FDIC INSURED DEPOSIT		-14.99	14.99	
04/01/24	Dividend			VANGUARD CASH RESERVES FEDL MONEY MARKET ADMIRAL CL	191.28	191.28		
04/01/24	Asset Bought-Reinv	191.2800		VANGUARD CASH RESERVES FEDL MONEY MARKET ADMIRAL CL REINVEST AT 1.000	-191.28	-191.28		
04/15/24	Asset Based Fee			FIA FEE BILL VAL 160,814.39 04/01/24 THRU 06/30/24	-399.82	-399.82		
04/15/24	Dividend			U S BANCORP DE NEW	80.85	80.85		
04/16/24	Sale			FDIC INSURED DEPOSIT		318.97	-318.97	
04/30/24	Interest			FDIC INSURED DEPOSIT	9.47	9.47		
04/30/24	Asset Bought-Reinv			FDIC INSURED DEPOSIT		-9.47	9.47	
04/30/24	Dividend			SABA CAPITAL INCOME & OPPORTUNITIES FUND II	14.99	14.99		
	Closing Balance			**Total Closing Balance**	**$5,472.17**	**$14.99**	**$5,457.18**	**$0.00**

INTERESTED PARTIES AND/OR SUPPORTING REPRESENTATIVE(S)

Your Supporting Representative(s) is (are):

ROBERT W BAIRD & CO INC
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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.

May 8, 2024

HCAW May 2024 Public Policy Report

Prepared by Leslie Emerick, HCAW Public Policy Director

Legislative/Political Landscape

HCAW Spring Conference in Walla Walla was well attended and a great opportunity to network with agency members and learn about exhibitors' products serving home health! I enjoyed chatting with Representative Joe Schmick and his wife about their legislative lives and watching him get a well deserved "Legislator of the Year Award"!

Now that the session is over, we begin the work of implementing bills with state agencies that passed in the 2024 legislative session! State agencies are already preparing their decision packages to submit to the Governor's Office for the next legislative session and lobbyists begin their stakeholder work on any new legislation or fiscal requests their clients are thinking about for 2025.

It's also an election year and lots of legislators have retired or are trying to move from the House to the Senate in 2025. The filing period for candidates is through May 10th so we may see a few more candidates drop out or try to move to the Senate! During candidate filing week, candidacies can be declared for any of the more than 400 federal, state, judicial, legislative, county, and other offices scheduled for 2024 elections.

Home Health and Home Care related projects getting underway from last session!

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. I have reached out to John Hilger at DOH to see what their timeline is. He says that meetings will start late May through July 2024. 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.

SSB 5936 Palliative Care Benefit Workgroup: Bill passed the legislature unanimously and was signed by the Governor. OIC has reached out to stakeholders to be on the workgroup and want a response by May 10th. 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. HCAW has chosen Ryan Larsen, Director Harbors Home Health, to represent us on the Palliative Care Benefit Workgroup.

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.

POLST Registry: 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.

Department of Health (DOH)

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 Update on backlog of nursing assistant and home care aide applications: This situation has caused significant and serious concerns for health care providers, including staff and those awaiting credentialing. I have been in contact with Tracie Drake, Home Care Aide Program Manager at DOH to discuss the latest updates for HCA and CNA certification.

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.

Washington State Board of Nursing (WABON): WA BON held a Rules Hearing on Blood Glucose Management and is proposing new sections of rule, WAC 246-840-835 and 246-840-935, and amendments to WAC 246-840-930 and 246-840-940, in response to SHB 1124 passed by the Washington State Legislature in 2022.

SHB 1124 pertains to nurse delegation of glucose monitoring, testing, and insulin injections, expanding RN authority to delegate these tasks to nursing assistants (NA) and home care aides (HCA). Background: The proposed new sections and amendments to current sections reflect a registered nurse (RN)'s authority to delegate glucose monitoring and testing beyond community-based and in-home care settings to all settings where NA-Rs, NA-Cs credentialed under chapter 18.88A RCW, or HCAs certified under chapter 18.88B RCW, work, as described in SHB 1124. The proposed changes also amend the interval of time in which RN supervision will occur from weekly to every two weeks for the first four weeks, while maintaining the allowance of more frequent supervision as needed, in rule.

Assessment: The proposed changes significantly broaden the scope of tasks that RNs can delegate related to glucose monitoring and testing. This expansion aims to enhance efficiency in care delivery across a wider range of healthcare settings as directed by SHB 1124.

Recommendation: Consider approval of draft rule language.

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.

HELMS will expand the online capabilities for health care providers, facility operations, educational programs, and the public. There will be greater access to Department of Health data, as well as faster transmission of information using electronic mail and websites.

The first release, HELMS Lite, was launched 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 our website, or email at HELMS@doh.wa.gov.**

Rules Impacting Occupational Therapists (OT): The OT Compact Commission (OTCC) Rules Committee and OTCC Executive Committee have been working on the draft rule regarding FBI CBC (Federal Bureau of Investigations Criminal Background Checks). The draft rule was developed by the Rules Committee over a few meetings and was sent to the Executive Committee on April 22, 2024, where it was voted to move forward to the 30-day public comment period.

Additionally, the OTC website homepage is updated to announce the public comment period and has a link to the OTCC Rulemaking Page for more information and about the process and timeline. The public comment period is open from May 1, 2024 – May 30, 2024 (until 4:00p.m.). You may also submit your comments by sending an email directly to: **Amanda Perry, M.Ed., NRP** Executive Director, OTC: amanda@asmii.net

Rule on FBI CBC Public Comment Announcement

Certificate of Need Monthly Update: The Certificate of Need (CN) program was the focus of several high-profile bills during the 2024 Legislative Session. The CN program strives to keep the community informed with monthly updates.

Modernization Proviso Public Workshops: ESSB 5950 directs the department to co-analyze the CN program and provide a report to the legislature by **June 30, 2025.** The CN program is in the final stages of selecting a contractor and developing the Statement of Work that defines the expectations and work the contractor will perform. We anticipate that two sets of public workshops will be held related to Proviso work.

- Session 1: **Anticipated Fall 2024**
  Solicit feedback on areas of improvement for CN.
- Session 2: **Anticipated Winter 2024**
  Solicit feedback on preliminary findings and recommendations for the report.

Workshops will be open to all members of the public and will be announced via GovDelivery in the coming months. Contact cnrulemaking@doh.wa.gov with questions related to the CN Modernization Proviso work.

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. HCAW sent a letter from an attorney regarding the implementation of the EVV program at HCA. We also worked with Senator Cleveland and Senator Rivers on a letter to HCA requesting that they delay rulemaking and change the NPI Process. We were cc'd on the letter back to the legislators and HCA has no intention of changing the NPI number process. At this point we are asking agencies to start getting NPI numbers for their

home health providers. We have yet to figure out how this will impact our billings for Medicaid patients, but will need to have our members start the process of gaining NPI numbers.

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

Apple Health (Medicaid) Provider Alert-Attention Home Health providers:

Effective immediately, home health providers must use the following revenue code/procedure code combination(s) for home health services:

*Revenue code 0551 for skilled nursing care visits in the home setting.
*Revenue code 0580 for a brief skilled nursing visit.

Revenue code 0551 and 0580 must be billed with one of the following:

*T1030 nursing care, in home, by registered nurse, per diem
*T1031 nursing care, in home, by licensed practical nurse, per diem

When billing for visits by a home health aide or certified nurse assistant, use revenue code 0571 with T1021 home health aide or certified nurse assistant, per visit

This change will be reflected in the Home Health (Acute Care Services) Billing Guide to be published May 7, 2024.

WA Cares Fund Provider Maximum Rates Workgroup Purpose: Review viable options for Long-Term Services and Supports Trust Commission's recommendation 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.*"

- LTSS Trust Commission_Public Comment - 05.01.2024.pdf
- LTSS Trust Commission Agenda - 05.01.2024.pdf
- LTSS Trust Commission Presentation - 05.01.2024.pdf

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.

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: Ecosystem Subcommittee I attend these meetings 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 and updates from DSHS/ALTSA staff.