**2023 Budget Overview**

**2022 & 2023 Comparison**

2022 Budget: ($66,809) net loss

2023 Budget: ($89,790) net loss

**2023 Highlights**

Overview

The limited agency budgets and time are having a dramatic impact on our budget, as fewer people are attending educational events. In addition to the Annual Meeting, we saw sharp declines in the OASIS Blueprint and Coding workshops due to the outsourcing trend for those services.

MHCA costs have risen, as they have everywhere (insurance, venue price increases, etc). I have also included increases for staff as a retention strategy.

Administration

* I sought advice from Kermit regarding our investment income and while he believes we’ll likely see 5-10% recovery mid next year, I only put $5,000 revenue into the budget (I had $0 initially).
* The proposed budget reflects a salary increase to bring two positions closer to market rate and an increase in employee benefits that are due to a new employee utilizing MHCA’s insurance.
* I was able to trim the board meeting expenses by $4,000 from the 2022 budget, with fewer in-person meetings.
* Conferences – the budget includes conferences which, for the most part, have been attended on a regular basis. This is an item we can and should discuss.
	+ The MHCA chair attending policy summit ($1,500) and NAHC conference ($2,300).
	+ The ED attending NAHC State Forum and conference expo ($2,250), Council of States Leadership Summit ($2,200), & Policy Summit ($1,500).
	+ It does not include the ED attending the NAHC spring forum meeting, as the Council and the Forum are in discussions about a combined event.
	+ It does include Home Care 100 but this is definitely open for discussion. The plan had been for me to attend every other year due to the high cost ($4,600) but the only one I attended was in 2019. This is an excellent opportunity to learn about what is on the horizon for home care but it is costly. Early rate will require registration by December 1st.

Membership

* Dues
	+ This is based on 100% retention so we will need to recruit more than the 15 new members budgeted for. This is an aggressive plan.
	+ The 15 new members are budgeted at the average 1st year dues paid in 2022; recruiting larger agencies will be to our advantage, but they tend to be the ones that believe they can make it on their own.
* Education Scholarships
	+ We included 4 $500 scholarships for the Annual Meeting, which is equivalent of our 2022 scholarships. We had 18 applicants this year!
* Sponsorships – we budgeted an increase of $2,500.
	+ I was able to cut a deal with SimiTree, who will be an Advocate Level Sponsor in exchange for: the VBP spreadsheet that was included in their presentation at the Annual Meeting, 2 speakers through the year, and Laura’s time to supplement the consulting needs to support Brianna. This doesn’t bring in revenue but minimizes some of our expenses; see the additional consultant reduction in the suggestions at the end of this memo.

**2023 Dues Schedule**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Tier** | **Minimum revenue** | **Maximum revenue** | **2022 Dues** | **2023 Dues** | **Members** |
| Tier 1 | $0.00 | $324,999.00 | $800 | $815 | 28 |
| Tier 2 | $325,000 | $2,000,000.00 | .28496% | .29350% | 48 |
| Tier 3 | $2,000,001.00 | $5,000,000.00 | $6,050 | $6,500 | 14 |
| Tier 4 | $5,000,001.00 | $10,000,000.00 | $6,050 | $6,700 | 16 |
| Tier 5 | $10,000,001.00 | $20,000,000.00 | $8,250 | $9,075 | 4 |
| Tier 6 | $20,000,001.00 | $50,000,000.00 | $10,500 | $12,075 | 6 |
| Tier 7 | $50,000,001.00 + | N/A | $10,500 | $12,600 | 1 |
| Business Partner |  |  | $720 | $775 | 28 |

Education

* While the education budget reflects a ($37,000) variance from the 2022 budget, $16,000 of that is from moving the RCTC expense to the education budget.
* We have added the cost of a monthly Home Health Aide newsletter ($700) that we can purchase from North Carolina association as a member benefit and an enticement for member recruitment.
* An overview of the education budget is below.
* Annual Meeting
* The budget includes 200 Annual Meeting attendees, an increase from the 150 attendees in 2022 and back to our usual attendance. This is a stretch.
* We raised the registration fee from $425 to $450.
* We are eliminating the full on-site printed program and will have a smaller printed document that includes the room assignments, for those who aren’t comfortable with the app.
* We have minimized some of the supply/printing budget.
* We did include an enhancement for the app that will eliminate the need for daily sign-ins and minimizes staff time.
* This plan includes the livestream for one-day in the general session room, as we did this year.

**Education Budget Overview**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Educational Program** | **Income** | **Expense** | **2023 Budgeted Net** | **2022 Budgeted Net** |
| ICD- 10 Coding |  $ 2,250  |  $ 500  |  $ 1,750  |  $ 5,560  |
| DAC Summit |  $ 6,347  |  $ 1,500  |  $ 4,847  |  $ 461  |
| Blueprint for OASIS |  $ 23,650  |  $ 20,937  |  $ 2,713  |  $ 26,394  |
| Comp Skills |  $ 4,512  |  $ 279  |  $ 4,233  |  $ 1,452  |
| Webinars |  $ -  |  $ 1,155  |  $ (1,155) |  $ (1,155) |
| Webinar- VBP |  $ 3,990  |  $ 599  |  $ 3,392  |  $ 748  |
| Webinar- EVV |  $ 970  |  $ -  |  $ 970  |  $ 970  |
| Webinar- OASIS Hacks |  $ 2,283  |  $ -  |  $ 2,283  |  $ 1,380  |
| Webinar - Billing 101 |  $ 2,880  |  $ -  |  $ 2,880  |  $ 3,395  |
| Webinar- PCA Enhanced? |  $ -  |  $ -  |  $ -  |  $ 980  |
| State Partners |  $ 2,000  |  $ 700  |  $ 1,300  |  $ 800  |
| Webinar- OASIS E On Demand |  $ 2,283  |  $ -  |  $ 2,283  |  $ 490  |
| **Workshop/Webinar Totals** |  $ 51,165  |  $ 25,670  |  $ 25,495  |  $ 41,475  |
|   |   |   |   |   |
| Annual Meeting |  $ 95,623  |  $ 40,034  |  $ 55,588  |  $ 51,367  |
| RCTC |  $ 1,500  |  $ 16,200  |  $ (14,700) |  $ 500  |
|   |   |   |   |   |
| **Total** |  $ 148,288  |  $ 81,904  |  **$ 66,384**  |  **$ 93,342**  |

\*These are not exact comparables, but rather different webinars that were similar from the previous year

**Additional Options for Budget Reduction:**

These would be difficult decisions and are offered for discussion purposes; to give you an idea of what would bring us in line with the 2022 budget.

A revenue idea we are researching includes ads on our website. Naylor wasn’t successful with that tactic but it’s worth looking at.

|  |  |
| --- | --- |
| **Eliminate ED attending:** |   |
| Policy Summit |  $ 1,500  |
| NAHC Forum/Expo |  $ 2,250  |
| Home Care 100  |  $ 4,250  |
| **Eliminate Chair attending:** |   |
| Policy Summit |  $ 1,500  |
| NAHC Conference |  $ 2,300  |
| **Reduce Board benefits** |   |
| Board Members pay AM fee |  $ 4,500  |
| Dockside pizza party vs Antler’s dinner |  $ 500  |
| Eliminate AM Board lodging  |  $ 1,400  |
| Dinner for Retreat (need more in budget or eliminate) |  $ (300) |
| Do one-day retreat without lodging; follow with Zoom mtg \*there may be a venue penalty applied | $ 1,500 |
| **Administrative**  |   |
| Nurse consultant reduced to $340 | $ 500 |
| Drop ASAE (association resources) membership |  $ 595  |
| **Member Resources (not recommended)** |   |
| AM scholarships |  $ 2,000  |
| HHA newsletter |  $ 700  |
|   |   |
| **TOTAL** |  $ 23,195  |