



Minnesota Home Care Association

MHCA Board Meeting

January 18-19, 2023

Humanities Center

987 Ivy Ave E, St Paul, MN 55106

DAY ONE - January 19

Strategic Planning with Mary Kay Delvo

Anticipated Schedule

9:15 am	Continental Breakfast
9:30 am	Morning Session
10:45 am	Break
12:00 pm	Lunch
2:30 pm	Break/snack
5:00 pm	Adjourn
5:30 pm	Dinner at Crave - RSVP

Crave (in Rosedale mall)

1595 MN-36W

Roseville, MN 55113

Mission: MHCA represents and supports Minnesota home care providers committed to high quality home care services.

Vision: MHCA will shape the home care landscape to improve and sustain quality care services.

1265 Grey Fox Road, Suite 2, Arden Hills, MN 55112 / P: 651.635.0607 / F: 651.635.0043 / www.mnhomecare.org

DAY TWO – January 19

Time	Item	Topic, Presenter	Type	Supporting Documents
8:30 am		Continental breakfast		
9:00 am	I.	Call to Order <i>Kristy Husen</i> Minute Taker: Katie	Action	
9:00 am	II.	Government Relations Counsel Update <i>Kevin Goodno</i>	Information	
9:30 am	III.	Treasurer Report <i>Susan Morgan</i> A. Tentative Year-End Financial Report	Information	December
9:40 am	IV.	Vice Chair Election <i>Bekki Drewlo, Leadership Development Chair</i>		Ballot
9:45 am	V.	Strategic Discussion <i>Kathy Messerli & Kristy Husen</i> A. De-brief/ Top take- aways from yesterday B. Prioritize topics and initiatives C. Finalize Strategic Plan components	Discussion	
11:30 am	VI.	Lunch		
12:15 pm	VII.	Finalize strategic priorities	Action	
12:45 pm	VII.	Committee Reports A. MRE, Toni, Kathy		Multiple Languages
12:55 pm	VIII.	Membership <i>Dan Atwood</i> A. Membership Report B. Workforce Campaign Update C. Recruitment		Membership Report
1:10 pm	IX.	Executive Director Updates <i>Kathy Messerli</i>	Information	
1:25 pm	X.	Consent Agenda A. Approval of Minutes	Action	December Minutes
1:30 pm	XI.	Adjourn	Action	

Next Board Meeting:

April 6th, Virtual

2023 MHCA Officer Ballot

Vice Chair: Toni Diede

Background:

As part of the 2021-2022 Strategic Plan the MRE Committee was asked to consider offering education & resources in multiple languages.

Narrative:

To achieve this we first surveyed members to ascertain needs.

1. Members surveyed October 6-14, 2022.
 - a. Results:
 - i. 43 total answers
 - ii. Do you need education and resources from MHCA in multiple languages?
 1. No, I don't need them - 29
 2. I don't currently have staff who would need them, but I would like them in the future - 10
 3. Yes, I need them. I have staff for whom English is a secondary language – 3
 - iii. If you answered yes, please specify the type of education and/or resource you need and what languages you require.
 1. We need PCA training in other languages and are working with DHS on this
 2. Spanish, Hmong, various African dialects
2. MRE discussion on 10.27.22
 - a. A lot of metro agencies have need of this rather than rural. One Spanish speaking family. Use translation apps. Some see a need for resources for unlicensed personnel. Medicare Metro agencies might be able to identify this need. Admission paperwork in other languages. Not for association, very agency specific.
 - b. Could possibly to the Guide to home care services. Maybe if this is translated into several languages. Partner with a translation service like cultural link.

Next we researched options to meet needs.

1. Options:
 - a. RushTranslate: <https://rushtranslate.com/certified-translation>
 - i. \$24.95 per page
 - ii. 65+ languages including; Spanish, Somali, Swahili
 - b. LanguageLine: <https://www.language-line.com/translation-services>
 - i. Translation cost is per word
 - ii. 345+ languages including; Hmong, Spanish
 - iii. Two human linguists and then they would format the content – some languages are longer than English would be- would be ad hoc – cost and turn time would be determined per project
 - c. Orbit Translation: <https://www.orbittranslation.com/>
 - i. \$19.95 per page
 - ii. 60+ languages

- d. Cultural Link: <https://theculturalink.com/our-services/language-services/>
 - i. Translation cost is per word (\$0.18 – 0.28 per new word, \$0.12 per repeat word)
 - ii. 200+ languages- does Spanish and Somalian

Questions outstanding:

1. Need to identify top resources needed in other languages.
2. How many are using that resource currently?
3. Need to identify languages needed.
4. Do we charge for this resource?

Recommendation:

Possibly translate the Guide to Home Care Services. Table until a need is identified.

Membership Report

January 2023

Numbers as of 1/5/2023

Revenue Received	2023 YTD	2022 YTD
Budgeted	\$433,145.00	\$415,934.00
Dues Revenue to date (renewed)	\$243,543.55	\$209,759.51
Difference	(\$189,601.45)	(\$206,174.49)

Members - renewed	2023 YTD	2022 YTD
Providers	56	60
Business Partners	7	7

Members by Tier	2023 YTD		2022 YTD
Tier 1 (\$815)	12	Tier 1 (\$800)	14
Tier 2 (variable)	24	Tier 2 (variable)	27
Tier 3 (\$6,500)	7	Tier 3 (\$6,050)	9
Tier 4 (\$6,700)	8	Tier 4 (\$6,050)	6
Tier 5 (\$9,075)	3	Tier 5 (\$8,250)	2
Tier 6 (\$12,075)	1	Tier 6 (\$10,500)	1
Tier 7 (\$12,600)	1	Tier 7 (\$10,500)	1

New Members since November 30 th	Member Type	Tier
Fairview Home Infusion	Provider	7



Minnesota Home Care Association

Meeting Minutes

Meeting: Board of Directors

Date: 12/8/2022

Time: 9:00 a.m.

Location: MHCA Office: 1265 Grey Fox Road, Suite 2, Arden Hills, MN 55112

ATTENDANCE				
Andrea Jung <input checked="" type="checkbox"/> In Person <input type="checkbox"/> On Phone	Darla Thompson <input checked="" type="checkbox"/> In Person <input type="checkbox"/> On Phone	Sue Morgan <input checked="" type="checkbox"/> In Person <input type="checkbox"/> On Phone	Kathy Messerli <input checked="" type="checkbox"/> In Person <input type="checkbox"/> On Phone	Brianna Lindell <input checked="" type="checkbox"/> In Person <input type="checkbox"/> On Phone
Toni Diede <input type="checkbox"/> In Person <input checked="" type="checkbox"/> On Phone	Joelle Goldade <input checked="" type="checkbox"/> In Person <input type="checkbox"/> On Phone	Katie Troumbly <input type="checkbox"/> In Person <input checked="" type="checkbox"/> On Phone	Dan Atwood <input checked="" type="checkbox"/> In Person <input type="checkbox"/> On Phone	Acacia Fritz <input checked="" type="checkbox"/> In Person <input type="checkbox"/> On Phone
Bekki Drewlo <input checked="" type="checkbox"/> In Person <input type="checkbox"/> On Phone	Kristy Husen <input type="checkbox"/> In Person <input checked="" type="checkbox"/> On Phone	Olga Baumberger <input checked="" type="checkbox"/> In Person <input type="checkbox"/> On Phone	Melissa Stenberg <input type="checkbox"/> In Person <input checked="" type="checkbox"/> On Phone	Laura Wilson <input checked="" type="checkbox"/> In Person <input type="checkbox"/> On Phone

TOPIC	DISCUSSION/FINDINGS	CONCLUSION/ACTION/FOLLOWUP
Call to order	Order	
Review of Meeting Minutes		<ul style="list-style-type: none"> Motion Approved
Treasurer's Report	<ul style="list-style-type: none"> Reviewed content December outstanding from report Education Committee came in net above Approved Home Care 100 attendance Motion to approve – Passed Treasurer's Report Updates 	
Chair Announcement	<ul style="list-style-type: none"> Joelle Goldade to step down from board – Resignation noted Shared notes of regret 	
Leadership Development Committee Update	<ul style="list-style-type: none"> Focus on development of healthcare leaders Bekkie Drewlo noted that the presented ballot is amended due to Joelle's resignation. Kristy Husen is willing to step-up to Chair position and a candidate for the Vice Chair position will be presented in January Chair Goldade announced her appointment of Business Partner Laura Wilson for a one-year term. 	<ul style="list-style-type: none"> The following officers were elected unanimously: Chair: Kristy Husen, Secretary/Treasurer: Susan Morgan. Laura Wilson was appointed for a one-year term.

TOPIC	DISCUSSION/FINDINGS	CONCLUSION/ACTION/FOLLOWUP
Board of Directors Orientation 2023	<ul style="list-style-type: none"> Annual review of all information related to policies, processes, and expectations of board members 	
2023 Calendar and Meeting Schedule	<ul style="list-style-type: none"> Discussion of Regional Meetings – 7 current regions Date of board meetings 	Schedule to be confirmed and communicated
Strategic Planning Overview	<p>Review of initiatives; we are on track with the workplan timelines with a couple of exceptions</p> <ul style="list-style-type: none"> Medicare advantage – time intensive Workforce Grass roots efforts for upcoming session Enhance membership – promote and education to the value of MHCA Telehealth tool kit DEI continued focus Member recruitment 	
2023 Committees	<ul style="list-style-type: none"> Roster Review 	Motion was approved to accept the rosters
Advocacy Committee	<p>2023 priorities</p> <ul style="list-style-type: none"> Base rate increase bill Underfunded Services Workforce PCA automatic increases to be added to 2022 annual increase model Day at the Capitol March 1st, 2023, as a Hybrid in-person and virtual ARRM – initiative to support in their request for a grant for DEED - DSP 	<ul style="list-style-type: none"> Reach out to legislators when asked Confirmed approval of MHCA supporting ARRM in their workforce related DEED grant bill
Education Committee	<ul style="list-style-type: none"> Updates provided in the MHCA Informer regarding scheduled events: times and dates. 2023 Education Calendar review AHCC discount on coding books Home Health Aide newsletter training opportunity from North Carolina association. 	<p>We will consider offering the live streaming again at next year’s Annual Conference.</p> <p>The board approved moving forward with the MRE committee’s recommendations on AHCC discount program and the HHA training option.</p>

TOPIC	DISCUSSION/FINDINGS	CONCLUSION/ACTION/FOLLOWUP
	<ul style="list-style-type: none"> Review of the Annual Conference surveys – Good response Date set for 53rd Annual Conference October 4th - 6th 	
Membership	<ul style="list-style-type: none"> Renewal reminders went out PR Campaign outcomes: Website impressions are up as well as time spent on site landing page (3 to 4 minutes) 	
Executive Director Updates	<ul style="list-style-type: none"> Kathy Messerli thanked Acacia Fritz, who is leaving MHCA. She is in the hiring process for this position. A thank you letter will be sent to retiring Commissioner Malcolm from MHCA Exec Director and Board Chair. MDH has shared legislation they'll be bringing forward. We have requested that they continue with exit interviews and consider 15 business vs calendar days for written requests for reconsideration of correction orders. 	
Adjourn	1:01 pm	

NEXT MEETING DATE	
Date:	1/18/2023
Time:	9:30 a.m.
Location:	Humanities Center