

MHCA Board Meeting

March 17, 2016

9:00 am – 3:00 pm

MHCA Office
 2550 University Ave W.,
 Suite 350 South, Conference Room E
 St. Paul, MN 55114

Time	Item	Topic, Presenter	Type	Supporting Documents
9:00 am	I.	Call to Order <i>Jan Usset</i>	Action	
9:00 am	II.	Approval of Minutes	Action	Minutes
9:00 am	III.	Approval of Agenda	Action	
9:05 am	IV.	Legislative Priorities <i>Kevin Goodno</i> A. <i>Medical Cannabis</i> B. <i>Best Life 5%</i> C. <i>Spenddown</i> D. <i>Community Health Workers</i>	Discussion	
9:30 am	V.	Treasurer Report <i>Austin Figge</i>	Action	January Report
9:40 am	VI.	Office Suite Tour <i>Kathy Messerli</i>	Information	
10:10 am	VII.	Team Reports A. Clinical Quality – Sue Morgan B. Education – Kathy C. Legislative – Jay Jones	Information	
10:30 am	VIII.	MHA Collaboration <i>Rahul Koranne, MD</i>	Discussion	
11:00 am	IX.	Team Reports, continued D. MA – Kathy for Kim - DHS Meeting/PCA Summit E. Medicare Team- Denise Edgett F. Membership – Linda Hesper G. Survey/Regulatory – Lisa Fowler - MDH Meeting Rehabilitation – Austin Figge	Information	
11:20 am	X.	Annual Meeting <i>Kathy Messerli</i> A. Schedule	Action	Annual Mtg Schedule

		B. Volunteering C. Reservation Reminder D. Sponsors		Volunteer Sign-up
11:35 am	XI.	Nominating Committee Report/Recommendation <i>Jan Usset</i> A. Nominees B. Process/Timing	Action	
11:45 am	XII.	Lunch Break/Networking		
12:45 pm	XIII.	Strategic Plan Review <i>Kathy Messerli</i>	Information	Strategic Plan
1:15 pm	XIV.	Team Structure <i>Kathy Messerli</i>	Action	2016-17 Teams
1:45 pm	XV.	Membership Update - <i>Kathy Messerli</i> A. 2016 Renewal B. Medicare Certified recruitment C. Data needed for dues study	Information	Membership Report
2:00 pm	XVI.	Executive Director Updates <i>Kathy Messerli</i> A. Move Report B. Congressional Visits C. NAHC March on Washington D. Collaboration opportunities E. Education update	Information	Education Calendar
2:30 pm	XVII.	Adjourn	Action	

Next Meeting:
May 10, 4 pm – 6:30 pm
Location: Arrowwood Resort

Team Meeting Minutes

Team: MHCA Board of Directors

Date: 1/21/2016

Time: 9:00-3:00 p.m.

Location: MHCA, 1711 West County Road B, Suite 211S, St. Paul, MN 55113

Conference Call-in Number: 1-877-366-0711

Conference Code: 11593782#

ATTENDANCE					
Jan Usset	<input checked="" type="checkbox"/> In Person <input type="checkbox"/> On Phone	Denise Edgett	<input checked="" type="checkbox"/> In Person <input type="checkbox"/> On Phone	Linda Hespe	<input checked="" type="checkbox"/> In Person <input type="checkbox"/> On Phone
Jay Jones	<input checked="" type="checkbox"/> In Person <input type="checkbox"/> On Phone	Susan Morgan (recorder)	<input checked="" type="checkbox"/> In Person <input type="checkbox"/> On Phone	Lisa Fowler	<input checked="" type="checkbox"/> In Person <input type="checkbox"/> On Phone
Austin Figge	<input checked="" type="checkbox"/> In Person <input type="checkbox"/> On Phone	Kim Olson	<input checked="" type="checkbox"/> In Person <input type="checkbox"/> On Phone	Andrea Jung	<input checked="" type="checkbox"/> In Person <input type="checkbox"/> On Phone
				Kathy Messerli	<input checked="" type="checkbox"/> In Person <input type="checkbox"/> On Phone

TOPIC	DISCUSSION/FINDINGS	CONCLUSION/ACTION/FOLLOWUP
Call to Order: Approval of Minutes and Agenda	Jan Usset, Board Chair, called the meeting to order at 9:05 am. Kathy asked to add agenda item: Physician Advisory Group.	Nov. minutes reviewed and approved. Jay motioned approval, Denise seconded. All in favor. Agenda with addition from Kathy also approved, motion made by Linda for approval, seconded by Susan. All in favor.
Treasurer Report	Austin Figge, MHCA Treasurer reviewed the current financial reports to include 2015 statistics through the end of December 2015. 2015 Budget is better than 2014. Discussed how the move will affect the budget in 2016, which could be financial improvement. There may be additional expenditures for graphic design, previously done by a MHCA staff member. At the end of 2015, MHCA showed 60K revenue less expenses. Discussion ensued as to moving 30K of the 60K to reserves.	Motion made by Denise to accept proposal to move 30K to reserves. Linda seconded the motion. All in favor.
Team Reports	A. Clinical Quality – Susan & Kathy: Presented information about PPS Plus and their willingness to work with MHCA to help determine the cause of MNs low star ratings. Discussed options for this partnership which would require MHCA members to submit data to PPS Plus. Many members are concerned about HIPAA privacy and whether providers will be willing to do this. There are specific IT requirements which Kathy shared via a formal recommendation	Kathy will contact PPS Plus to set up another demo that Board members can participate in, as well as will check with other states to ask them what barriers they ran into with implementing this project. Initially, a call will be scheduled with PPS Plus & Kathy, Austin, Susan & Kris Dudziak, from Integrated Home Care.

TOPIC	DISCUSSION/FINDINGS	CONCLUSION/ACTION/FOLLOWUP
	<p>paper. Discussion continued with the members regarding incentives, data sweeps, how will the data be reported, will this even help us if the big players do not participate, etc. The need for more information became clear.</p> <p>B. Education – Allison: Reviewed the education offerings for 2016. C. MA – Kim: DHS Meeting coming up on 02/06/2016. Lisa asked about LTCSS, as 19 other states have this program. Kim will bring to MA team & address with DHS panel.</p> <p>D. Medicare Team – Denise: Are having monthly meetings & planning an Annual Update to be presented at the Annual Meeting.</p> <p>E. Membership – Linda: Reviewed Data. F. Survey/Regulatory – Lisa: Preparing for a presentation at the Annual Conference. Their presentation will be as part of a Breakfast Panel.</p> <p>G. Rehabilitation – Austin: OASIS Cornerstones coming on 2/23/2016. It will then be available on line for purchase. Staff will address presenter requests for discounts.</p> <p>H. Legislative – Jay: 5% Campaign now called Best Life Alliance. Adding grassroots information to the MHCA website. Kevin working on new spenddown initiative to obtain cost estimate. CFSS still progressing slowly. RFP coming out soon.</p>	
Education Update	<p>Allison presented information about the Annual Meeting and new logo. Discussion about whether MDH should present. Denise suggested they talk about the new VA Reporting process, which could be in addition to the Voight legal presentation piece. Susan suggested adding CFSS to the PCA panel title to bring in more interest. Jan requested that all BOD and Teams be present at the Recognition Program Lunch event. There was poor attendance last year. Discussed venue options for Fall Conference. U of M Conf. center would be less expensive, Allison will follow-up.</p>	
Nominating Committee	<p>Skipped this agenda item, as it was unnecessary. Process was handled via email. Andrea Jung agreed to take Anne Major's place on the board and was present at the meeting!</p>	
NAHC Meeting	<p>Discussion about whether MHCA should join NAHC again. NAHC cost \$750/year vs VNAA membership is \$500/year. NAHC has had more internal issues in the past year. Do we want to remain members? Council of States also working on similar advocacy issued.</p>	<p>Plan to continue membership with NAHC at least for 2016 & see what happens. Kathy will attend VNAA conference in September.</p>

TOPIC	DISCUSSION/FINDINGS	CONCLUSION/ACTION/FOLLOWUP
Payment Reform and Workforce Task Issues	<p>See handout. Workforce Taskforce will be: Denise, Susan and Sue Shepherd. Payment Reform Taskforce will be: Lisa & Jay. We will identify collaborative opportunities prior to kicking off these task forces. Member interest can be gathered through an Informer article; expand to business partners.</p> <p>ADDENDUM: subsequent to the meeting, Andrea Jung expressed interest in the Payment Reform Taskforce also.</p>	
Office Move	<p>Scheduled for 02/26/2016. Office will be closed that day. Move may affect meeting dates to accommodate rooms available at new location. Leg. Team will move all meetings to Fredrikson & Byron office.</p>	
Membership Update	<p>Introduced Rebecca Swanson, new Communications and Members Relations Manager, who just recently started with MHCA.</p> <p>Letters were sent to invite Medicare Certified non-member agencies who they were familiar with, to try to encourage them to join MHCA. Lisa voiced concern over membership fees. Asked MHCA to look into resolving this as a policy issue.</p>	
ED Update	<p>Discussed staff bonuses. A new brochure for new members has been developed and shared. New forms given out to each BOD to add to Board Binder: 1. Protocols/Descriptions, 2. Strategic plan</p>	<p>Kathy will work on policy & will present at March BOD meeting.</p>
Physician Advisory Group	<p>This new group just had their first meeting on 01/14/2016. The following physicians attended the first meeting: Drs. Ken Kephart, Chris Downy and Rahul Koranne. Dr. Ed Ratner may be interested in joining this group. Jan Usset, Denise Edgett and Kathy Messerli will represent MHCA.</p> <p>Goal is to work with physicians to learn how to better educate them regarding homecare and enhance communications between home care and physicians. Plan is to have 2-3 more meetings with them in 2016. Kathy, Jan and Denise felt the meeting went well.</p>	
PAC Support	<p>Bill Amberg, PAC Chair presented to the board about the goals of their committee. Discussed ways to encourage MHCA members to contact their legislators about advocating for homecare issue. Plan to develop a handout for staff. Talked quite a bit about the legislative process and how providers can be involved.</p>	

TOPIC	DISCUSSION/FINDINGS	CONCLUSION/ACTION/FOLLOWUP
Legislative Priorities	<p>Kevin Goodno: Kevin talked about new Minneapolis initiative to pay sick time for all employees who work in the city, whether or not they live in Minneapolis or if the provider is located in the city. Susan suggested David Hancox from Accra may be willing to testify at meeting on 1/28/2016, & will pass this information along to him. Best Life Alliance: Moving forward, need more support. Austin asked what the chances are of getting an MA increase, Kevin think 50/50. If there is an increase, it is likely that an encumbrance will be included. Spenddown: new language drafted. Community Health Workers: Nothing new at this time Medical Cannabis: Waiting to get clarification of what homecare providers are covered by statute. Susan Winkelman working on language and assured Kathy that HC workers would be covered. DWRS: Doing more studies to determine if rates are adequate. Rep. Baker coming to Kim's office for a homecare visit. Unsure of DHS Commissioner will also attend, but hopeful.</p>	
Adjourn	Meeting was adjourned at 3:00 p.m.	Motion made by Austin to adjourn meeting and seconded by Lisa, All in favor.

NEXT MEETING DATE	
Date:	Thursday, March 17 th , 2016
Time:	9:00 a.m. – 3:00 p.m.
Location:	TBD

Minnesota HomeCare Association
Balance Sheet
As of January 31, 2016

				Jan 31, 16
ASSETS				
Current Assets				
		Total Checking/Savings		198,736.68
		Total Accounts Receivable		71,589.68
		Total Other Current Assets		454,092.64
		Total Current Assets		724,419.00
Fixed Assets				
		1300 - Office Equipment & Furniture		99,274.02
		1310 - Accumulated Depreciation		-94,470.15
		Total Fixed Assets		4,803.87
TOTAL ASSETS				729,222.87
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
		Total Accounts Payable		2,370.60
		Other Current Liabilities		
		3500 - Accrued Vacation		2,192.53
		3510 - Accrues Payroll		8,213.94
		Total 3600 - Deferred Revenue - Member Dues		255,503.04
		3800 - Sales Tax Payable		-179.57
		3801 - *Sales Tax Payable		223.57
		Total Other Current Liabilities		265,953.51
		Total Current Liabilities		268,324.11
		Total Liabilities		268,324.11
Equity				
		1600 - Retained Earnings		466,038.91
		Net Income		-5,140.15
		Total Equity		460,898.76
TOTAL LIABILITIES & EQUITY				729,222.87

Minnesota HomeCare Association Profit & Loss Budget Performance January 2016

				Jan 16	Budget	\$ Over Budget
Income						
Total 2200 · Investment Income				-13,002.27		
Total 4000 · Membership Dues				22,498.28	34,844.51	-12,346.23
4100 · Event Income						
4110 · Annual Meeting						
4111 · Conference Registrations				0.00	0.00	0.00
4112 · Exhibitor/Sponsor Registration				5,780.00	8,000.00	-2,220.00
Total 4110 · Annual Meeting				5,780.00	8,000.00	-2,220.00
Total 4120 · Fall Conference				0.00	0.00	0.00
4130 · Education Seminars/Webinars				1,394.00	4,743.75	-3,349.75
4140 · Future of HC Conference						
4141 · Conference Registration				11,010.00	17,000.00	-5,990.00
4142 · Exhibitor/Sponsor Registration				11,075.00	12,500.00	-1,425.00
Total 4140 · Future of HC Conference				22,085.00	29,500.00	-7,415.00
Total 4100 · Event Income				29,259.00	42,243.75	-12,984.75
4200 · Sales						
4202 · Merchandise Sales				0.00	0.00	0.00
4205 · Non-Dues Revenue				0.00	2,000.00	-2,000.00
Total 4200 · Sales				0.00	2,000.00	-2,000.00
Total Income				38,755.01	79,088.26	-40,333.25
Gross Profit				38,755.01	79,088.26	-40,333.25
Expense						
7000 · Other (Misc) Expenses				0.00	416.66	-416.66
7100 · Merchandise Expenses				0.00	0.00	0.00
7200 · Event Expenses						
7210 · Annual Meeting Expenses				1,250.00	3,000.00	-1,750.00
7220 · Fall Conference Expenses				0.00	0.00	0.00
7230 · Education Seminars/Webinars				795.12	5,683.37	-4,888.25
7240 · Future of HC Conf. Expenses				2,535.53	17,841.00	-15,305.47
Total 7200 · Event Expenses				4,580.65	26,524.37	-21,943.72
Total 7300 · Operations Expenses				39,314.51	53,355.28	-14,040.77
Total Expense				43,895.16	80,296.31	-36,401.15
Net Income				-5,140.15	-1,208.05	-3,932.10

Minnesota HomeCare Association Profit & Loss Budget Performance January 2016

				Jan 16	YTD Budget	\$ Over Budget	Annual Budget
Income							
Total 2200 · Investment Income				-13,002.27			
Total 4000 · Membership Dues				22,498.28	34,844.51	-12,346.23	418,135.00
4100 · Event Income							
4110 · Annual Meeting							
4111 · Conference Registrations				0.00	0.00	0.00	93,500.00
4112 · Exhibitor/Sponsor Registration				5,780.00	8,000.00	-2,220.00	40,000.00
Total 4110 · Annual Meeting				5,780.00	8,000.00	-2,220.00	133,500.00
Total 4120 · Fall Conference				0.00	0.00	0.00	39,450.00
4130 · Education Seminars/Webinars				1,394.00	4,743.75	-3,349.75	98,575.00
4140 · Future of HC Conference							
4141 · Conference Registration				11,010.00	17,000.00	-5,990.00	17,000.00
4142 · Exhibitor/Sponsor Registration				11,075.00	12,500.00	-1,425.00	12,500.00
Total 4140 · Future of HC Conference				22,085.00	29,500.00	-7,415.00	29,500.00
Total 4100 · Event Income				29,259.00	42,243.75	-12,984.75	301,025.00
4200 · Sales							
4202 · Merchandise Sales				0.00	0.00	0.00	800.00
4205 · Non-Dues Revenue				0.00	2,000.00	-2,000.00	8,000.00
Total 4200 · Sales				0.00	2,000.00	-2,000.00	8,800.00
Total Income				38,755.01	79,088.26	-40,333.25	727,960.00
Gross Profit				38,755.01	79,088.26	-40,333.25	727,960.00
Expense							
7000 · Other (Misc) Expenses				0.00	416.66	-416.66	2,000.00
7100 · Merchandise Expenses				0.00	0.00	0.00	770.00
7200 · Event Expenses							
7210 · Annual Meeting Expenses				1,250.00	3,000.00	-1,750.00	68,543.00
7220 · Fall Conference Expenses				0.00	0.00	0.00	27,064.00
7230 · Education Seminars/Webinars				795.12	5,683.37	-4,888.25	54,611.00
7240 · Future of HC Conf. Expenses				2,535.53	17,841.00	-15,305.47	17,841.00
Total 7200 · Event Expenses				4,580.65	26,524.37	-21,943.72	168,059.00
Total 7300 · Operations Expenses				39,314.51	53,355.28	-14,040.77	567,195.00
Total Expense				43,895.16	80,296.31	-36,401.15	738,024.00
Net Income				-5,140.15	-1,208.05	-3,932.10	-10,064.00

Minnesota HomeCare Association Profit & Loss Prev Year Comparison January 2016

				Jan 16	Jan 15	\$ Change	% Change
Income							
Total 2200 · Investment Income				-13,002.27	-5,293.24	-7,709.03	-145.64%
Total 4000 · Membership Dues				22,498.28	14,749.59	7,748.69	52.54%
4100 · Event Income							
4110 · Annual Meeting							
4112 · Exhibitor/Sponsor Registration				5,780.00	1,250.00	4,530.00	362.4%
Total 4110 · Annual Meeting				5,780.00	1,250.00	4,530.00	362.4%
4130 · Education Seminars/Webinars				1,394.00	1,341.00	53.00	3.95%
Total 4140 · Future of HC Conference				22,085.00	0.00	22,085.00	100.0%
Total 4100 · Event Income				29,259.00	2,591.00	26,668.00	1,029.26%
4200 · Sales							
4204 · Advertisement				0.00	125.00	-125.00	-100.0%
Total 4200 · Sales				0.00	125.00	-125.00	-100.0%
Total Income				38,755.01	12,172.35	26,582.66	218.39%
Gross Profit				38,755.01	12,172.35	26,582.66	218.39%
Expense							
7200 · Event Expenses							
7210 · Annual Meeting Expenses				1,250.00	0.00	1,250.00	100.0%
7220 · Fall Conference Expenses				0.00	0.00	0.00	0.0%
7230 · Education Seminars/Webinars				795.12	0.00	795.12	100.0%
7240 · Future of HC Conf. Expenses				2,535.53	0.00	2,535.53	100.0%
Total 7200 · Event Expenses				4,580.65	0.00	4,580.65	100.0%
Total 7300 · Operations Expenses				39,314.51	36,088.13	3,226.38	8.94%
Total Expense				43,895.16	36,088.13	7,807.03	21.63%
Net Income				-5,140.15	-23,915.78	18,775.63	78.51%

46th ANNUAL MHCA MEETING

Agenda at a Glance

Wednesday, May 11, 2016

8:00 – 9:00 a.m.	Registration & Continental Breakfast		
9:00 a.m. – 11:30 a.m.	<p>PRE-CONFERENCE: MN Summit for Excellence: Tools to Become a Five-Star Agency Teresa Lee, Alliance for Home Health Quality & Innovation & Danielle Pierotti, VP Quality & Performance Improvement, VNAA <i>Lower Conference Center</i></p>		
10:00 a.m. – 4:30 p.m.	Registration Desk Open		
12:00 – 2:00 p.m.	<p>RECOGNITION PROGRAM LUNCHEON & OPENING KEYNOTE SPEAKER: Creating Hope & Collaboration during Times of Change Michael T. Sunnarborg <i>Lake Darling Ballroom</i></p>		
2:00 – 2:15 p.m.	Break		
2:15 – 3:15 p.m.	Leadership Track Constructing a Critical Thinking Universe Panel	Clinical Track Differential Assessment of Lower Extremity Wounds Lynn Peterson, 3M	Hospice Track Hospice vs. Palliative Care: Journey to the Stars Panel
3:15 – 3:30 p.m.	Refreshment Break Foyer		
3:30 – 4:30 p.m.	Leadership Track Using Gallup Strengths Finder to Improve Team Building and Management Skills Lisa Carsrud, Essentia	Clinical Track Medicare Team Update	Hospice Track Hospice: A Vision for Better Care at the End of Life Lisa Abicht-Swenson, Pathway Health
5:00 – 8:00 p.m.	PCA Track DHS Update: Value Based Purchasing for Medicaid Gretchen Ulbee, DHS		
5:00 – 8:00 p.m.	<p>Expo Hall Grand Opening, Dinner, & PAC Silent Auction <i>Tennis Center</i></p>		
8:00 – 10:00 p.m.	<p>MHCA Hosted Bonfire <i>Next to Arrowwood Resort Cottages</i></p>		

45th ANNUAL MHCA MEETING

Agenda at a Glance

Thursday, May 12, 2016

7:00 a.m. – 3:30 p.m.	Registration Desk Open			
7:30 – 8:30 a.m.	Breakfast & Exhibits <i>Tennis Center</i>			
8:30 – 9:30 a.m.	Roundtable Discussions: The 2015 Survey Experience: Home Care Survey Panel MHCA Survey & Regulatory Analysis Team <i>Lake Darling Ballroom</i>			
9:30 – 9:45 a.m.	Break			
9:45 – 10:45 a.m.	General Session: Federal Update Speaker TBD <i>Lake Darling Ballroom</i>			
10:45 – 11:00 a.m.	Refreshment Break			
11:00 a.m. – 12:00 p.m.	General Session: Legislative Update Kevin Goodno, MHCA Government Relations Counsel <i>Lake Darling Ballroom</i>			
12:00 – 1:15 p.m.	Lunch & Exhibits <i>Tennis Center</i>			
1:15 – 2:15 p.m.	Leadership Track Preparing for Home Health GAPI Lisa Abicht-Swenson, Pathway Health	Clinical Track Approaches to Cognitive Assessments for the Home Care Team MHCA Rehabilitation Team	Hospice Track Hospices, Skilled Nursing & Assisted Living Facilities Lores Vlaminck	PCA Track Health Plans Panel Discussion
2:15 – 2:30 p.m.	Refreshment Break			
2:30 – 3:30 p.m.	Leadership Track Vulnerable Adult Reporting Requirements for Home Care Providers Mary McGurran & Robe Rode	Clinical Track Framing, Footings, and Wiring Redesign: A New Practice Paradigm for Home Care Clinicians Waters Senior Living Panel	Hospice Track Integrative Health Practices for Hospice/Palliative Care Sheila Judd, Benedictine Health System	PCA Track PCA Workforce Panel Discussion
4:00 – 6:00 p.m.	MHCA Sponsored Social Events – Carlos Creek Winery Tour & Arrowwood Putt Putt (Additional Ticket Purchase Required)			
7:00 – 8:00 p.m.	Dinner on Own or MHCA Dinner Club at Arrowwood Grill (Sign-Up at Registration)			

**45th ANNUAL MHCA MEETING
Agenda at a Glance**

Friday, May 13, 2016

6:30 – 7:30 a.m.	Early Risers Yoga on Lawn (Weather Permitting)		
8:30 – 9:30 a.m.	MHCA Business Meeting & Breakfast <i>Lake Darling Ballroom</i>		
9:30 – 10:30 a.m.	Leadership Track Community Paramedic Program: Expanding their Horizons Panel	Clinical Track Star Ratings – How to Obtain the Rating You Deserve MHCA Clinical Quality Team	Hospice Track How Care Transitions Impact and Change the Caregiver's Role Dr. Joe Gaugler
10:30 – 10:45 a.m.	Refreshment Break <i>Foyer</i>		
10:45 a.m. – 12:00 p.m.	Closing Session: Not Me! Safety & Self Defense Workshop Al Horner <i>Lake Darling Ballroom</i>		
12:00 p.m.	Adjourn		
			PCA Track 245D for Everyone Rod Carlson



Building a Better Tomorrow:
Reaching for the Stars

Volunteer Sign-Up Form – Board of Directors

As a thank you for your strong leadership and service throughout the year, MHCA extends gratis registration for the Annual Meeting. We do, however, strongly encourage our board members to assist us in providing a warm welcome to the attendees by serving as a volunteer/conference host. Volunteer duties include: registration assistance, session introductions/moderating, MHCA expo hall greeting, and more.

If you are interested in serving as a volunteer, please complete the form below with your availability and contact information. Volunteer positions will be assigned on a first-requested basis. A confirmation e-mail will be sent to all volunteers in late April.

I am available to serve as a volunteer/conference host during the following shifts (check all that apply):

Wednesday, May 11 Afternoon _____ Evening _____

Thursday, May 12 Morning _____ Afternoon _____

Friday, May 13 Afternoon _____

If you have any special requests, please list below: _____

Name: _____

Organization: _____

Cell Phone Number: _____

Email: _____

2016-2018 Strategic Plan

Establish Value and Impact in Care Continuum

Outcome	Tactic (Action Steps)	Timeline	Responsible
1. Achievement of priority quality measures	<ol style="list-style-type: none"> 1. Research cause of Minnesota’s low Star Ratings 2. Identify opportunities for improvement and develop best practices 3. Develop a plan for quality improvement education and resources. 4. Develop comprehensive best practices, based on statistical data. 	<p>2016 - 2017</p> <p>2016</p> <p>2016</p> <p>2017-2018</p>	CQ Team/Edu. Mgr.
2. Increased collaborations across the health care continuum (health systems, physicians, and hospice and palliative care organizations, long term care associations) as we move from “silos” to “systems.”	<ol style="list-style-type: none"> 1. Identify collaborative projects during ongoing dialogues with MN Hospital Association, LeadingAge MN and CareProviders of MN 2. Continue active participation in various stakeholders groups such as MN Leadership Council on Aging, with an eye to collaborative initiatives 3. Recruit physicians that are engaged with home care to form a MHCA Physician Advisory Group 	<p>On-going</p> <p>On-going</p> <p>1st – 2nd Q 16</p>	<p>Exec. Dir.</p> <p>Exec. Dir.</p> <p>Exec. Dir.</p>
3. Increased awareness of Post-Acute payment reform, including Value Based Purchasing, Bundled Payments and other new business models.	<ol style="list-style-type: none"> 1. Provide information and education on new models of payment 2. Develop resources to assist members in adoption of new models, forming a task force in 2016 	<p>2016 - 2017</p> <p>2016 - 2018</p>	<p>Edu. Team/Edu. Mgr.</p> <p>Payment Task Force</p>

2016-2018 Strategic Plan

Outcome	Tactic (Action Steps)	Timeline	Responsible
4. Improved image and public support of home care	1. Create & manage media list across regions	4 th Q 15	Comm. Mgr.
	2. Pursue 3-4 Editorial Board Meetings	1 st – 3 rd Q 16	Comm. Mgr./ Exec. Dir.
	3. Identify initiatives with LeadingAge MN	2 nd Q 16	Comm. Mgr.
	4. Develop “Members Making a Difference” and share stories with media	2 nd Q 16	Comm. Mgr.
	5. Create & disseminate case studies that highlight the value of home care	4 th Q 16	Comm. Mgr.

Influence Change for Quality Home Care

Outcome	Tactic (Action Steps)	Timeline	Responsible
1. A workforce solutions plan, focused on home care, will be developed and implemented.	Develop a Workforce Task Force that will lead MHCA as we identify new ways to make a home care career appealing to young adults.	Develop Task Force in 2016	Exec. Dir. & Workforce Task Force
	Identify, prioritize and implement various activities such as: a. Participate in collaborative work force initiatives. b. Develop relationships with nursing programs and increase awareness of home care within nursing programs. c. Recruit more home care clinical sites for schools d. Research and share scholarship and funding resources for members. e. Identify solutions for increasing home care direct care workers that may include therapists, para-	2016-2018	

2016-2018 Strategic Plan

Outcome	Tactic (Action Steps)	Timeline	Responsible
	<p>medicine, parish nurses, unpaid caregivers and others.</p>		
<p>2. Improved reimbursement</p> <p>a. Achieve improved reimbursement</p> <p>b. Achieve targeted increases/re-basing for nursing?</p> <p>c. Standardized billing and procedures</p>	<p>a.1. Participate in 5% campaign to increase reimbursements</p> <p>b.1. Gather data, as needed for increases & develop messaging</p> <p>b.2. Develop and act on an advocacy plan</p> <p>c.1. Finalize the Common Prior Authorization form</p> <p>c.2. Determine billing and procedures advocacy priorities</p> <p>c.3. Meet regularly with MCHP</p>	<p>1st Q 16</p> <p>4th Q 15</p> <p>4th Q 15 – 1st Q 16</p> <p>4th Q 15</p> <p>1st Q 16</p> <p>On-going</p>	<p>Leg. Team</p> <p>Leg. Team/ GR Counsel</p> <p>Leg. Team</p> <p>Exec. Dir./MCHP</p> <p>MA Team/Leg. Team/ Board/Exec. Dir.</p> <p>Exec. Dir.</p>
<p>3. Providers equipped for compliance and success</p>	<p>Develop compliance courses, specialized programming and resources for all member segments, including Medicare, Comprehensive/Basic, Home Care Nursing, PCA, CFSS, 245D, hospice and palliative care</p>	<p>2016</p>	<p>Edu. & Other Teams/ Edu. Mgr./Exec. Dir.</p>
<p>4. Successful legislative advocacy agenda</p> <p>a. Successful adoption of 1-2 priority legislative issues</p> <p>b. Resources to help members support legislative priorities</p>	<p>1. Identify legislative agenda for each session.</p> <p>2. Create online Legislative Handbook</p> <p>3. Develop member talking points for each issue</p>	<p>4th Q every year</p> <p>1st 2016</p> <p>4th Q 15</p>	<p>Leg. Team/ GR Counsel</p> <p>Comm. Mgr.</p> <p>Comm. Mgr./ GR Counsel</p>

2016-2018 Strategic Plan

Outcome	Tactic (Action Steps)	Timeline	Responsible
	4. Post “letter to your legislator” and other templates for members on website	1 st Q 16	Comm. Mgr./ GR Counsel
	5. Advocacy Webinars	1, 3 rd Q 16	GR Counsel / Edu. Mgr.
	6. Invite legislators to provider sites for Home Care Month	4 th Q 15	Comm. Mgr.
	7. Increase attendance MHCA Day at the Capital (Goal: 30 MHCA members)	Post Construction	Comm. Mgr.
	8. Study financial feasibility of automated government relations messaging system	2016	Comm. Mgr.
	9. Develop patient awareness materials for members	2016	Comm. Mgr.

Organizational Health and Sustainability

Outcome	Tactic (Action Steps)	Timeline	Responsible
1. Engaged and motivated staff	1. Open communication and quarterly review of strategic work plans & financial reports	On-going	Exec. Dir.
	2. Staff Continuing Education	2016 as budgeted	Exec. Dir./Staff
	3. Team building activity	2 nd Q 16	Exec. Dir.
2. Achievement of revenue and membership goals	1. Implement membership recruitment & retention plans	2016, as scheduled	Comm. Mgr./ Exec. Dir.

2016-2018 Strategic Plan

Outcome	Tactic (Action Steps)	Timeline	Responsible
a. Achievement of budgeted goals (and corresponding staff bonuses)	2. Study dues model	1 st -2 nd Q 16	Mem. Team/ Comm. Mgr.
b. Established membership goals (satisfaction, recruitment, retention)	3. Create new membership materials	4 th Q 15	Comm. Mgr.
	4. Develop promotion plan for RCTC	4 th Q 15	Comm. Mgr.
	5. Review member benefits; enhance if feasible	2 nd Q 16	Mem. Team/ Comm. Mgr.
	6. Develop plan for Region development	4 th Q 15	Comm. Mgr.
	7. Enhance website functionality: communication, ease of use, mobile functionality	2016	Comm. Mgr./ Office Mgr.
	8. Survey members	3 rd Q every year	Comm. Mgr./ Exec. Dir.
	9. Develop plan for Business Partners Spotlights	4 th Q 15	Comm. Mgr.
	10. Research various business partner categories & establish recruitment priorities based on member needs	4 th Q 15	Comm. Mgr.
	11. Review and enhance affinity programs	2017	All Staff
	12. Study non-dues revenue opportunities	2017 – 2018	Exec. Dir.

TEAMS

The MHCA Committee Structure will include Teams and an Advisory Group. Team Chairs will be asked to focus on developing member resources, which may include presentations. They will make a concerted effort to share ideas and tips that come from meetings and listserv discussions with the broader MHCA membership.

- Frequency of meetings will vary by team; each will meet at least quarterly and conference calls may be utilized, as appropriate.
- Some of the teams will meet year-round (begin in the summer vs fall). The team applications will indicate the frequency of each teams' meetings.
- Team meetings will be held at the MHCA office.
- Maximum number of members per team: 15, plus Board Liaison & staff rep.
- A member can serve on one team/workgroup, unless openings remain.
- Business Partners participation – limit of one per team.
- Staff will be more engaged, collaborating on the agenda prior to its distribution.
- The nurse consultants will work collaboratively to help support the teams. Lead assignments include (to be confirmed for 2016):
 - Connie Dreyer will help get the MA Team launched and provide support for the Clinical Quality Team.
 - Lores Vlaminck will provide support for the Survey and Regulatory Analysis Team.

Selection Process:

- Team promotion will be in May, with an application deadline of June 3.
 - Introduce/launch at Annual Meeting
 - Publish information in Informers
 - Send applications to current team members
- Members will be given opportunity to identify 1st, 2nd, and 3rd choices
- Staff will recommend appointments, based on broad representation on each team (region, type of service/expertise)
- Board of Directors will officially appoint the team and workgroup members
- Chairs will be appointed by the MHCA Executive Committee, as indicated in our current procedures

TEAMS

Clinical Quality

Supported by Nurse Consultant

Responsibility: Reviews and recommends direction on issues relating to Outcome Based Quality Improvement (OBQI), adverse event reports, quality assurance and use of reports and data to improve quality.

Charge:

- Review data and identify trends from reports, including, but not limited to: CASPER, CAHPS, 5-Star Ratings and HomeHealth Compare.
- Develop and implement a plan to assist members in collecting and using outcome information to improve quality and address trends.
- Develop or recommend appropriate resources and education to address trend issues.
- Present at conferences, as needed.
- Other charges as requested by the MHCA Board of Directors.

Frequency of Meetings: 5-6/year, with potential sub-groups meetings

Education Advisory Group

Responsibility: Advise association staff on timely educational topics with a focus on fostering solutions to some of the most pressing challenges facing our industry. Senior Management staff from member agencies, representing Medicare-Certified, Comprehensive, Home Care Nursing, Hospice, Palliative Care and Personal Care Assistants would make up this group.

Charge:

- Recommend practical and useful high quality educational topics and speakers.
- Act in an advisory capacity for the MHCA Education Manager for any and all components of MHCA Education.

Frequency of Meetings: 3-4/year

Legislative Team

Responsibility: Review, track and participate in state and federal legislative issues related to home care. Coordinate member grassroots engagement and provide applicable information and resources to members.

Charge:

- Recommend annual legislative priorities to the MHCA Board, identifying a maximum of 3 issues per year.
- Develop position papers and testimony, and work with MHCA Government Relations Director to draft appropriate legislation.
- Lead MHCA grassroots advocacy efforts.
- Provide input on the Policy Conference topics.
- Organize/host "Day at the Capitol".
- Seek ongoing contact with state legislators.
- Other charges as requested by the MHCA Board of Directors

Frequency of Meetings: Monthly

TEAMS

MA Team

(DHS Liaison)

Responsibility: Stays current on MN health care programs and state payment issues. Develop a relationship with DHS and help members understand DHS' role with various home care issues. Team members will include representatives from agencies that offer Personal Care Assistant, Home Care Nursing and 245D services.

Charge:

- Track issues, updates, and information regarding MN Department of Human Services (DHS) policy.
- Troubleshoots issues as patterns are identified.
- Provide timely updates to members on issues (e.g. on-site visits).
- Recommend educational topics to Education Team and present, as needed.
- Prepares educational documents/templates for members related to MA changes/policies.
- Track issues that may require legislative action and forward to Legislative Team.
- Assign a representative to track issues addressed through the Billers Listserv.
- Assist MHCA staff with answering MA related questions.
- Other charges as requested by the MHCA Board of Directors.

Frequency of Meetings: 4-5/year

Medicare Team

(Federal Regulatory and Payment)

Responsibility: Remain current on the Medicare home health benefit set, reimbursement and regulatory issues.

Charge:

- Track issues, updates, and information regarding CMS and Medicare policy.
- Troubleshoots issues as patterns are identified.
- Provide timely updates to members.
- Recommend educational topics to Education Team and present, as needed.
- Develop white papers, articles, and comment letters for rule changes on Medicare related issues.
- Track issues that may require legislative action and forward to Legislative Team.
- Assign a representative to track issues addressed through the Billers Listserv.
- Assist MHCA staff with answering Medicare related questions.
- Other charges as requested by the MHCA Board of Directors.

Frequency of Meetings: 8/year

Membership Team

Responsibility: Serve the needs of MHCA members by soliciting feedback from members; recommending goals and strategies to retain current members and recruit new members. This team acts as the "eyes and ears" of the membership and facilitates member engagement.

Charge:

- Assess MHCA membership trends, satisfaction, and interests.

TEAMS

- Identify and strengthen the member services and benefits that facilitate membership recruitment, retention and engagement.
- Review and analyze dues model on a periodic basis.
- Other charges as requested by the MHCA Board of Directors.

Frequency of Meetings: 4-5/year

Rehabilitation Team

Responsibility: Develop resources and education that addresses best practices, standards and regulations for speech, physical and occupational therapies in the home health setting.

Charge:

- Reviews updates in practice, standards and regulations, and shares information with members regarding assessments, interventions and processes.
- Prepare and present on topics such as therapy trends, best practices and changes, as needed.
- Other charges as requested by the MHCA Board of Directors

Frequency of Meetings: 8/year

Survey and Regulatory Analysis Team (MDH Liaison)

Supported by Nurse Consultant

Responsibility: Stay current on state licensure and Medicare certification compliance. Educate members on and develop tools for implementing state and federal rules and regulations. Develop a relationship with MDH and provide clarity for members regarding MDH's role with various home care issues.

Charge:

- Track issues, updates, and information regarding MN Department of Health (MDH) policy changes/issues. Troubleshoots issues as patterns are identified.
- Provide timely updates to members.
- Identify state survey trends and related training needs, including creation of tools and mock survey training. Recommend educational topics and present at MHCA educational programs, as applicable.
- Track issues that may require legislative action and forward to Legislative Team.
- Other charges as requested by the MHCA Board of Directors.

Frequency of Meetings: 4-5/year

MHCA Physician Advisory Group

Responsibility:

- Track challenges, identify emerging issues and share insights
- Identify collaborative activities

Members: Drs. Chris Downey, Ken Kephart, Rahul Koranne and Ed Ratner; Jan Usset and Denise Edgett
Frequency of Meetings: 2-3/year

TEAMS

Potential Task Force assignments:

Payment Reform: Jay Jones, Lisa Fowler and Andrea Jung

Workforce: Denise Edgett, Sue Morgan and Sue Shephard

February 2016

2016 Membership Report

as of 03/11/2016

MEMBERS	Count	Income
New	11	\$12,925.66
Renewed	122	\$308,145.36
Total	133	\$321,071.02
Not Renewed	53	

8 confirmed not renewing*

Dues Level	Count	Income
Maximum	34	\$163,475.00
Variable	26	\$141,733.52
Minimum	73	\$15,862.50

MEMBERSHIP RENEWAL

Year	Count	%
2016	122	70%
2015	175	

BUSINESS PARTNERS	Count	Income
New	4	\$2,565.42
Renewed	26	\$16,375.00
Total	30	\$18,940.42
Not Renewed	14	

3 confirmed not renewing*

BUSINESS PARTNER RENEWAL

Year	Count	%
2016	26	65%
2015	40	

BUDGET COMPARISON - Members and Business Partners combined

	2016	2015	Variance
Income (actual)	\$340,011.44	\$415,777.73	(\$75,766.29)
Budget	\$418,135.00	\$412,972.00	\$5,163.00
Over/Under Budget	(\$78,123.56)	\$2,805.73	(\$80,929.29)

* Notes:

- 7 Members closed their Home Care division
- 1 Member switched membership to larger agency
- 2 Business Partners merged with another company
- 1 Business Partner retired

2016 MHCA Education Calendar

January 28	Future of Home Care Conference & Technology Expo	Ramada, Bloomington
February 23	OASIS Cornerstones: Justifying Therapy thru OASIS Accuracy	Webinar
February 24-25	ICD-10 Coding Boot Camp (Beginner Audience)	Holiday Inn, Bloomington
March 15	Reaching the Medicare Summit: Preparation, Implementation, & Review	Shoreview Community Center Shoreview, MN
March 31 – April 14	Useful Apps for Home Care Clinicians, Clients, and Caregivers	3-Part Webinar Series
May 11	Pre-Conference: MN Summit for Excellence	Arrowwood Resort, Alexandria
May 11-13	Annual Meeting	Arrowwood Resort, Alexandria
June 15-16	ICD-10 Coding Refresher Workshop	Metro
July	Legislative Summary	Webinar
August 16	Medication Management Workshop	St. Cloud, MN
June - Aug	Home Care Nurse Managers Certificate Program*	Metro
September 8	Assisted Living & Home Care Conference*	U of M, St. Paul
September 21-23	Blueprint for OASIS Accuracy Workshop + Exam	Holiday Inn, Bloomington
November 9	Policy Conference	U of M, St. Paul
December 7-8	ICD-10 Coding Refresher Workshop	Greater MN

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