

Attendees:					
<input checked="" type="checkbox"/>	Jon Brogger	<input type="checkbox"/>	Jennifer Inman	<input checked="" type="checkbox"/>	Katherine Hudson
<input type="checkbox"/>	Kathy Spoor	<input checked="" type="checkbox"/>	Leslie Hopkins	<input checked="" type="checkbox"/>	Annie Goodwin
<input checked="" type="checkbox"/>	April Fisk	<input type="checkbox"/>	Carrie Riemann	<input checked="" type="checkbox"/>	Cathy Mortell
<input type="checkbox"/>	John Abplanalp	<input type="checkbox"/>	Lynda Thomas	<input checked="" type="checkbox"/>	Hansine Fisher
<input checked="" type="checkbox"/>	Benton Franklin	<input type="checkbox"/>	Clark County	<input checked="" type="checkbox"/>	Patty Proctor
<input checked="" type="checkbox"/>	Adams County	<input type="checkbox"/>	Asotin County	<input checked="" type="checkbox"/>	Tacoma-Pierce County
<input checked="" type="checkbox"/>	Chelan-Douglas	<input checked="" type="checkbox"/>	Clallam County	<input type="checkbox"/>	Grant County
<input type="checkbox"/>	Columbia County	<input type="checkbox"/>	Cowlitz County	<input checked="" type="checkbox"/>	Jefferson County
<input checked="" type="checkbox"/>	King County	<input checked="" type="checkbox"/>	Island County	<input checked="" type="checkbox"/>	Kittitas County
<input checked="" type="checkbox"/>	Klickitat County	<input checked="" type="checkbox"/>	Kitsap Public Health	<input type="checkbox"/>	Mason County
<input checked="" type="checkbox"/>	NE Tri County	<input checked="" type="checkbox"/>	Lewis County	<input checked="" type="checkbox"/>	Pacific County
<input checked="" type="checkbox"/>	San Juan County	<input checked="" type="checkbox"/>	Okanogan County	<input checked="" type="checkbox"/>	Skamania County
<input checked="" type="checkbox"/>	Snohomish Health District	<input checked="" type="checkbox"/>	Skagit County	<input checked="" type="checkbox"/>	Tacoma-Pierce County
<input checked="" type="checkbox"/>	Thurston County	<input checked="" type="checkbox"/>	Spokane Reg Health District	<input type="checkbox"/>	Yakima Health District
<input checked="" type="checkbox"/>	Whatcom County	<input checked="" type="checkbox"/>	Walla Walla County	<input type="checkbox"/>	
<b>Please Register for the webinar:</b>	<a href="https://attendee.gotowebinar.com/register/2467189031036662785">https://attendee.gotowebinar.com/register/2467189031036662785</a> Call-in: 1-888-407-5039/Participant PIN: 95523097				
<b>Desired Outcome:</b>	<input checked="" type="checkbox"/> Program updates, question and answers.				

Agenda Items	Lead	Comments	Summary Meeting Notes
Welcome	Jon	Attendance is tracked via webinar registration.	LHJs who participate via phone call only should contact Jon at <a href="mailto:jon.brogger@hca.wa.gov">jon.brogger@hca.wa.gov</a> so that their attendance can be recorded.
Quarterly Invoice Review Status	Katherine	HCA is in process of reviewing quarterly invoices for 2016-2017.	<p>HCA has nearly completed all reviews for Q117 certified invoices and is working on Q217 invoices.</p> <p>LHJs who receive questions from HCA about their invoices should respond as soon as possible.</p> <p>HCA will be reaching out to LHJs who have not certified late-2016/early-2017 invoices to request that they complete invoices as soon as possible to avoid a future backlog.</p>
Quarterly Invoice Urgent Requests	Jon	LHJs who have an urgent need for invoice processing should contact HCA.	Any LHJ who has an urgent need that may necessitate an earlier review should contact Jon at <a href="mailto:jon.brogger@hca.wa.gov">jon.brogger@hca.wa.gov</a>

Q317 Invoices Due Date	Jon	Q3 2017 Invoices were due by 01/29.	Reminder to certify Q317 invoices that were due on 01/29/18.
HCA Administrative Fee	Jon	Changes to HCA's administrative fee are planned for Q218 a19s.	<p>A letter was sent to all participating LHJs outlining changes to HCA's administrative fee beginning in 2018.</p> <p>Planned changes to HCA's administrative fee are expected to appear on a19s for Q218.</p> <p>Contract amendments are being drafted to reflect this change and are expected to be delivered by 4/1/18.</p> <p>LHJs with questions about the administrative fee change should contact Jon at <a href="mailto:jon.brogger@hca.wa.gov">jon.brogger@hca.wa.gov</a></p> <p><b>Question:</b> is this related to a recent mailing regarding the WSALPHO administrative fee?</p> <p><b>Response:</b> HCA's administrative fee is unrelated to fees from any other organization.</p> <p><b>Question:</b> will HCA's restructured administrative fee result in a fee increase?</p> <p><b>Response:</b> HCA's administrative fee amount has historically fluctuated based on the data used to calculate the fee. The restructured process should ensure better transparency and clarity surrounding the fee calculation.</p>
Q417 10% Review	Carrie/Annie	LHJs should finalize Q417 10% review by 03/02.	LHJs should finalize Q417 10% review by 03/02.
Q218 Participant List	Carrie/Annie	Q218 Participant List is due by 03/19.	Q218 Participant List is due by 03/19.
New Participant and 2018 Annual Refresher Training	Carrie/Annie	New Participant and 2018 Annual Refresher Training is due by 03/26.	New Participant and 2018 Annual Refresher Training is due by 03/26.
February and March Consortium Calls	Leslie	Consortium Calls are scheduled for 02/26-02/28 and 03/19, 27 & 28. New Handouts will be reviewed for Home Visiting and Foundational Public Health.	Consortium Calls are scheduled for 02/26-02/28 and 03/19, 27 & 28. New Handouts will be reviewed for Home Visiting and Foundational Public Health.
Comments/Questions	All	Open for any comments/questions.	<p><b>Question:</b> I have to train new staff ahead of next quarter. Are there any new training materials available?</p> <p><b>Response:</b> All current versions of training materials are available in the</p>

			<p>documents section of <a href="#">URMTS</a>. It's a best practice to make sure you're using current versions by downloading new copies of materials ahead of each training.</p> <p><b>Question:</b> Are there any upcoming in-person code reviewer/coordinator trainings scheduled?</p> <p><b>Response:</b> There are no in-person trainings currently scheduled. LHJs can contact Jon at <a href="mailto:jon.brogger@hca.wa.gov">jon.brogger@hca.wa.gov</a> to discuss options for individual LHJ in-person or webinar training on MAC-related topics.</p>
<p><b>Next Meeting: 03/19/18 3:30pm-4:00pm</b></p>			
<p><b>Adjourn</b></p>			