

Attendees:					
<input checked="" type="checkbox"/>	Jon Brogger	<input type="checkbox"/>	Jennifer Inman	<input checked="" type="checkbox"/>	Katherine Hudson
<input type="checkbox"/>	Kathy Spoor	<input type="checkbox"/>	Leslie Hopkins	<input checked="" type="checkbox"/>	Annie Goodwin
<input type="checkbox"/>	April Fisk	<input checked="" type="checkbox"/>	Carrie Riemann	<input checked="" type="checkbox"/>	Cathy Mortell
<input checked="" type="checkbox"/>	John Abplanalp	<input type="checkbox"/>	Lynda Thomas	<input type="checkbox"/>	Hansine Fisher
<input checked="" type="checkbox"/>	Benton Franklin	<input checked="" type="checkbox"/>	Clark County	<input type="checkbox"/>	Patty Proctor
<input type="checkbox"/>	Adams County	<input checked="" type="checkbox"/>	Asotin County	<input checked="" type="checkbox"/>	Tacoma-Pierce County
<input type="checkbox"/>	Chelan-Douglas	<input checked="" type="checkbox"/>	Clallam County	<input type="checkbox"/>	Grant County
<input checked="" type="checkbox"/>	Columbia County	<input type="checkbox"/>	Cowlitz County	<input checked="" type="checkbox"/>	Jefferson County
<input type="checkbox"/>	King County	<input type="checkbox"/>	Island County	<input type="checkbox"/>	Kittitas County
<input checked="" type="checkbox"/>	Klickitat County	<input checked="" type="checkbox"/>	Kitsap Public Health	<input type="checkbox"/>	Mason County
<input type="checkbox"/>	NE Tri County	<input 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 type="checkbox"/>	Snohomish Health District	<input type="checkbox"/>	Skagit County	<input checked="" type="checkbox"/>	Tacoma-Pierce County
<input checked="" type="checkbox"/>	Thurston County	<input type="checkbox"/>	Spokane Reg Health District	<input checked="" type="checkbox"/>	Walla Walla County
<input checked="" type="checkbox"/>	Whatcom County	<input checked="" type="checkbox"/>	Whitman County	<input checked="" type="checkbox"/>	Yakima Health District
Please Register for the webinar:	https://attendee.gotowebinar.com/register/20590935130279170 Call-in: 1-888-407-5039/Participant PIN: 95523097				
Desired Outcome:	<input checked="" type="checkbox"/> Program updates, question and answers.				

Agenda Items	Lead	Comments	Summary Meeting Notes
Welcome	Jon	Attendance is tracked via webinar registration.	
Quarterly Invoice Review Status	Jon	HCA is in process of reviewing quarterly invoices for 2016-2017.	<p>HCA is working to reduce an invoice backlog for 2016/17 quarters.</p> <p>HCA is midway through completing Q416 invoice reviews and beginning to work early 2017 invoices.</p> <p>HCA will be reaching out to LHJs who still need to certify invoices for 2016/early-2017 quarters.</p> <p>Coordinators are encouraged to double-check their invoice back-up documentation for completeness and accuracy.</p> <p>When HCA notifies a coordinator of an error on their MAC invoice, coordinators are encouraged to review future invoices for repeat errors.</p>

Quarterly Invoice Urgent Requests	Jon	LHJs who have an urgent need for invoice processing should contact HCA.	Any LHJ that has a time barrier necessitating an earlier invoice review should contact Jon with that information.
Q317 MER Data	Jon	Q317 MER Data is delayed.	Due to an internal HCA error with the MER file transfer, data for Q317 was delayed. HCA is working internally to ensure eligibility information will be transferred correctly for future quarters.
Annual MER Proposal	Jon	2018 MER Proposals are now due.	Reminder: 2018 MER proposals were due on 12/1/17. Proposals should be sent to Jon at jon.brogger@hca.wa.gov MER proposal forms are available on HCA's MAC website here .
2018 Statewide Coordinator Calls	Jon	2018 Coordinator Calls have been scheduled.	Monthly Coordinator Calls have been scheduled for 2018. Registration information will be sent prior to the end of the month. The calls will follow the same schedule for 2018 as they did in 2017: Third Monday of each month at 3:30pm, delayed by one week in the event of a holiday. Be sure to block time for the call on your calendars since the Outlook appointment included with registration confirmation only includes the first call.
Q317 Invoices	Jon	Q3 2017 Invoices are due by 01/29/2018.	LHJs must certify Q317 invoices in URMTS by 1/29/2018. LHJs requesting extensions for invoice completion should contact Jon.
Contract Compliance	Jon	Attendance on statewide calls and invoice due date (120 days)	Reminder: LHJs have 120 days from the end of the quarter to certify their MAC invoices in URMTS. HCA will be reaching out to LHJs who still need to certify invoices for 2016/early-2017 quarters. Reminder: attendance on Statewide Coordinator Call is required per contract. HCA will be verifying attendance for this call and will be reaching out to individual LHJs who do not attend.

Q118 Begins on 1/2/2018	Carrie	Q118 starts 01/02/2018.	Q118 starts 01/02/2018.
Q417 MER File	Carrie	LHJs should submit their Q417 client MER file as soon as possible.	LHJs should submit their Q417 client MER file as soon as possible.
Q118 New Participant Training	Carrie	Q118 New Participant Training is due by 12/22/2017.	Q118 New Participant Training is due by 12/22/2017.
Comments/Questions	All	Open for any comments/questions.	
Next Meeting: 01/22/18 3:30pm-4:00pm			
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