

Attendees:					
<input checked="" type="checkbox"/>	Jon Brogger	<input type="checkbox"/>	Jennifer Inman	<input checked="" type="checkbox"/>	Katherine Hudson
<input type="checkbox"/>	Hansine Fisher	<input type="checkbox"/>	Leslie Hopkins	<input checked="" type="checkbox"/>	Annie Goodwin
<input checked="" type="checkbox"/>	April Fisk	<input checked="" type="checkbox"/>	Carrie Riemann	<input checked="" type="checkbox"/>	Cathy Mortell
<input type="checkbox"/>	John Abplanalp	<input type="checkbox"/>	Patty Proctor	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Adams County	<input type="checkbox"/>	Asotin County	<input checked="" type="checkbox"/>	Benton Franklin
<input checked="" type="checkbox"/>	Clark County	<input type="checkbox"/>	Chelan-Douglas	<input checked="" type="checkbox"/>	Clallam County
<input checked="" type="checkbox"/>	Columbia County	<input type="checkbox"/>	Grant County	<input checked="" type="checkbox"/>	Island County
<input checked="" type="checkbox"/>	Jefferson County	<input type="checkbox"/>	Klickitat County	<input type="checkbox"/>	King County
<input checked="" type="checkbox"/>	Kittitas County	<input checked="" type="checkbox"/>	Kitsap Public Health	<input checked="" type="checkbox"/>	Lewis County
<input checked="" type="checkbox"/>	Mason County	<input checked="" type="checkbox"/>	NE Tri County	<input type="checkbox"/>	Okanogan County
<input type="checkbox"/>	Pacific County	<input type="checkbox"/>	San Juan County	<input type="checkbox"/>	Skamania County
<input checked="" type="checkbox"/>	Snohomish Health District	<input checked="" type="checkbox"/>	Skagit County	<input checked="" type="checkbox"/>	Spokane Reg Health District
<input checked="" type="checkbox"/>	Thurston County	<input checked="" type="checkbox"/>	Tacoma-Pierce County	<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/2467189031036662785 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	Katherine	HCA has completed initial reviews for all certified 2016/2017 invoices.	HCA has completed initial reviews for 2016/2017 invoices. LHJs who have not yet certified 2017 invoices or have not responded to HCA questions about their 2017 invoices should do so as soon as possible in order to avoid a claiming backlog.
Q118 MER Data and Invoicing	Jon	HCA update on issues related to 2018 MER data and invoicing.	An issue with Q118 MER data was identified that omitted a large volume of client records. HCA's data team has reformatted the data and delivered it to HFA on 8/20. HFA will process that data in order to calculate a countywide MER for Q118. HCA will not observe the 7/31/18 deadline for Q118 invoicing. A new

			deadline will be announced once the revised Q118 MER data has been processed. LHJs are encouraged to prepare their Q118 invoice, but should not certify them in URMTS until this issue is resolved.
HCA Administrative Fees	Jon	HCA's administrative fee a19 process will begin with Q218 invoices.	HCA's restructured administrative fee process will take effect with Q218. LHJs will see the administrative fee reflected on their Q218 a19s.
HCA Historical Administrative Fees	Jon	HCA will waive the collection of outstanding historical administrative fees.	In order to ensure a smooth transition to the new admin fee process, HCA's accounting team has decided to waive all outstanding administrative fees prior to Q218.
Q218 Code Review	Carrie	Reminder: Q2 2018 code review was due on 8/15.	Q218 code review was due on 8/15.
Q218 10% review	Carrie	LHJs should finalize Q218 10% review by 8/30	LHJs should finalize Q218 10% review by 8/30
Q418 Participant Updates	Carrie	Q418 opens for participant updates on 8/21.	Q418 opens for participant updates on 8/21. A reminder email will be sent to coordinators on 8/21.
Q418 New Participant Training	Carrie	Q418 new participant training is due on 9/17.	Q418 new participant training is due on 9/17, list certification is due on 9/20.
August Consortium Calls	Leslie	Consortium Calls are scheduled for 8/23, 8/28 & 8/29.	Call topics include: Family Planning Program Guide, Grant & Contract Activities in the RMTS and an open Q&A.
In Person Fiscal Trainings	Cathy	Registration link: https://www.123formbuilder.com/form-3736129/ Submit any fiscal questions to: carrie@hfa3.org	Training dates and locations are: Benton Franklin: 9/5 Spokane: 9/6 Kittitas: 9/12 Thurston: 10/1 Skagit: 10/4 Attendees are encouraged to send questions to Carrie in advance of the trainings. Certain web browsers may require you to copy and paste the registration link into the address bar.
Comments/Questions	All	Open for any comments/questions.	Question: LHJ has a new coordinator starting work after the fall fiscal trainings. Is there additional training available?

			Response: LHJs should contact jon.brogger@hca.wa.gov to discuss training options for new coordinators.
Next Meeting: 09/17/18 3:30pm-4:00pm			