Sunday, December 3, 2017
10:00 am: President King called the meeting to order
Motion: Jason San Chez
Second: Jesse Bratton
Motion passed

Conitha King acknowledged Past President Scott Carson (AZ), PP/Arrangements Chair Deena Brown (OK), and all State of Arizona volunteer staff for hosting the meeting. Conitha King acknowledged Michelle Grose-Bray (AK) for collecting and binding the reports for the Fall Planning meeting.

Conitha King explained that committee chair may move for acceptance of their report in planning meetings only. Conitha King requested if anyone has proxies please announce them during roll call.

Only the voting members that are recognized during the roll call from member agencies can make motions or seconds to motions.

Secretary Michelle Grose-Bray took roll call
A quorum was present.

It was announced that Roberta Blythe had to resign her position as Historian. Suzi Ballinger was appointed to the historian position. This appointment left a regional coordinator vacant. President Conitha King appointed Demetrius Taylor to the vacant position.

**Historian Report** - Roberta Blythe prepared the historian report. Jesse Bratton (OK) read the report.
Motion to accept report: Conitha King
Second: Suzi Ballinger
Motion passed

Secretary Michelle Grose-Bray requested the reading of the minutes be waived as the minutes have been posted to the website.
Motion to accept minutes: Michelle Grose-Bray
Second: Suzi Ballinger
Motion Passed

**Federal Issues Report** was submitted by Michelle McDonald MD.
Michelle was unable to attend the meeting. Jason Bernbaum read a summarized version of the report.

**Has Medicaid’s expansion fueled the Opioid epidemic? New GOP theory is challenged**

WASHINGTON — An intriguing new theory is gaining traction among conservative foes of the Obama-era health law: Its Medicaid expansion to low-income adults may be fueling the opioid epidemic.

If true, that would represent a shocking outcome for the Affordable Care Act. But there’s no evidence to suggest that’s happening, say university researchers who study the drug problem and are puzzled by such claims. Some even say Medicaid may be helping mitigate the consequences of the epidemic.

Circulating in conservative media, the Medicaid theory is bolstered by a private analysis produced by the Health and Human Services Department for Sen. Ron Johnson (R-Wis.) The analysis says the overdose death rate rose nearly twice as much in states that expanded Medicaid compared with states that didn’t.

Independent experts say the analysis misses some crucial facts and skips standard steps that researchers use to rule out coincidences.

Johnson has asked the agency’s internal watchdog to investigate, suggesting that unscrupulous individuals may be using their new Medicaid cards to obtain large quantities of prescription painkillers and diverting the pills to street sales for profit. Diversion of pharmacy drugs has been a long-standing concern of law enforcement.

“These data appear to point to a larger problem,” Johnson wrote. “Medicaid expansion may be fueling the opioid epidemic in communities across the country.” He stopped just short of fingerling Medicaid, saying more research is needed.

But if anything, university researchers say Medicaid seems to be doing the opposite of what conservatives allege.

“Medicaid is doing its job” by increasing treatment for opioid addiction, said Temple University economist Catherine Maclean, who recently published a paper on Medicaid expansion and drug treatment. “As more time passes, we may see a decline in overdoses in expansion states relative to nonexpansion states.”

Johnson is a conservative opponent of Obamacare who backed GOP efforts to curtail the Medicaid expansion. Wisconsin officials have urged him to push for changes in the health law to ensure the state wouldn’t be penalized for rejecting federal dollars to expand Medicaid.
Trump administration officials, including Health Secretary Tom Price and Seema Verma, head of the Centers for Medicare and Medicaid Services, have strongly criticized Medicaid, saying the program doesn’t deliver acceptable results.

Price’s agency would not answer questions about the analysis for Johnson, and released a statement instead. “Correlation does not necessarily prove causation, and additional research is required before any conclusions can be made,” the statement said.

Translation: Just because something happens around the same time as something else, you can't assume cause and effect. The statement said the administration is committed to fighting the opioid crisis.

Medicaid is a federal-state program that covers more than 70 million low-income people, from newborns to elderly nursing home residents and the disabled. Thirty-one states have expanded Medicaid to serve able-bodied adults, while 19 have not. The expansion went into effect in January, 2014, and the most recent national overdose death numbers are for 2015.

That leaves researchers with just a small slice of data. Both sides agree more research is needed.

Still, some patterns are emerging.

Prescriptions for medications used to treat opioid addiction in outpatient settings increased by 43 percent in Medicaid expansion states compared with states that didn’t expand, according to Maclean’s research with Brendan Saloner of Johns Hopkins Bloomberg School of Public Health. That indicates Medicaid is paying for treatment.

Maclean and Saloner also found another piece of the puzzle: Overdose death rates were higher to begin with in states that expanded Medicaid.

That’s important because it suggests that drug problems may have contributed to state decisions to expand Medicaid. States such as Ohio with high overdose rates might have wanted to leverage more federal money to help fight addiction.

Maclean and Saloner looked at deaths from overdoses and fatal alcohol poisoning from 2010-2015, starting well before the Medicaid expansion. The HHS analysis for Sen. Johnson missed that underlying trend because it started with 2013 data.

When Gov. John Kasich (R-Ohio) talks about why he expanded Medicaid, “it has a lot to do with mental health and substance use disorders,” said Republican labor economist Craig Garthwaite of Northwestern University’s Kellogg School of Management. Garthwaite finds the claim that Medicaid expansion fueled drug deaths “fundamentally flawed.”

Still another problem with the Medicaid theory is that it lumps all drug overdoses together. But illicit drugs — heroin and fentanyl — have been driving surges in deaths since 2010. A Medicaid card doesn't provide access to illegal drugs.
“It’s worrisome because this is the type of numerical evidence that’s used to propose bad policy,” Garthwaite said. Maclean, who reviewed the HHS analysis, said it seemed to rely on raw numbers without controlling for a range of differences among states, a standard technique.

Some researchers see hints that Medicaid expansion may be helping to mitigate the overdose epidemic.

Vanderbilt University economist Andrew Goodman-Bacon and Harvard’s Emma Sandoe drilled down to the county level in an informal analysis. From 2010 through 2015, counties with the largest insurance coverage gains experienced smaller increases in drug-related deaths than counties with smaller coverage gains.

More research is needed to provide conclusive evidence.

Relying on faulty research is “dangerous,” said Maclean. “It can lead to bad policies and people’s lives are at stake here.”

— Carla K. Johnson and Ricardo Alonso-Zaldivar

Source: https://www.statnews.com/2017/08/31/medicaid-opioids-theory/

**Overdoses skyrocket as kids eat opioids "like candy"**

The number of young children and teens hospitalized for overdosing on opioid painkillers have spiked nearly threefold in recent years, a new study finds.

Among children under 10, most of the painkiller poisonings were accidental, with children “eating them like candy,” said lead researcher Julie Gaither, a postdoctoral fellow in biostatistics at the Yale School of Medicine in New Haven, Conn. Among teens, most were accidental overdoses, although some were suicide attempts.

In both age groups, the increase in cases involving painkillers like OxyContin, Percocet and Vicodin was dramatic.

Among children aged 1 to 4 years, the number of poisonings went up 205 percent from 1997 to 2012. For teens 15 to 19, the increase was 176 percent. Overall, the study showed a 165 percent increase in poisonings from opioid painkillers among those 19 and younger.

In addition, poisonings involving the use of heroin among teens increased 161 percent, while poisonings involving methadone went up 950 percent.

“The opioid crisis affects everyone, and we need to pay better attention to the impact it’s had on children,” Gaither said. “Our study shows they have suffered hard from this epidemic.”

The rates at which narcotic painkillers have been prescribed have increased dramatically, Gaither said, “so we now have opioids in millions of American homes, and children and teens are exposed to them more frequently.”
In August 2015, the U.S. Food and Drug Administration approved the use of OxyContin for children aged 11 to 16, Gaither added. Pediatric cancer patients would be among those who benefit from the FDA approval, doctors said.

Among some teens, these medications are being misused and abused, often for nonmedical reasons -- “to get high, just like they would use any recreational drug,” she said.

To curb this trend, Gaither suggests that parents limit access to these drugs, and to throw out any leftover pills.

Gaither pointed out that as access to narcotic painkiller prescriptions has become more restricted more recently and the costs of these drugs have increased, teens are turning to heroin, which is cheaper and more readily available.

Among teens, a better understanding of what’s driving them to use these drugs is important, as is better access to treatment for depression and addiction, she said.

“One million Americans 12 and older have a substance abuse disorder, so more available treatment is needed,” Gaither said.

To see how much overdoses from prescription narcotic painkillers has risen, Gaither and her colleagues analyzed data from children’s hospitals from 1997 through 2012 that was taken at three-year intervals.

The researchers identified more than 13,000 records of children and teens hospitalized for opioid painkiller poisoning. They also found records of heroin poisoning among teens. In all, just over 1 percent of the children died during hospitalization, the study authors found.

Gaither’s team also discovered that boys accounted for 35 percent of the hospitalizations in 1997, but by 2012 that had grown to 47 percent. Most of the children hospitalized were white (74 percent) and covered by private insurance (49 percent).

When the researchers looked at why these poisonings occurred, they found that 16 cases were attributed to suicide or self-inflicted injury among children younger than 10 from 1997 to 2012.

Among children aged 10 to 14, the incidence of poisonings from suicide or self-inflicted injury rose 37 percent, while the incidence of accidental poisoning increased 82 percent.

Among teens 15 to 19, poisonings from suicide or self-inflicted injury increased 140 percent, while accidental poisoning increased 300 percent, the researchers found.

The report was published online Oct. 31 in the journal *JAMA Pediatrics*.

Dr. Barbara Pena is research director of the emergency department at Nicklaus Children’s Hospital in Miami. She said, “The only reason opioid poisoning is increasing among children is because opioid prescriptions are increasing among adults.”

Any medicine that’s left out is “toddler-friendly -- they’re going to put it in their mouth,” she said. Parents who are taking a narcotic painkiller should store it where toddlers and teens can’t get to it, “especially if you have a depressed adolescent.”
Teens, however, can get their own prescriptions for narcotic painkillers, Pena said.
“Once you mix an adolescent who’s on opioids with depression, you’re mixing two potentially dangerous things,” she said.

Pena said doctors don’t necessarily have to prescribe narcotic painkillers as a first-line therapy. Non-narcotic painkillers may work as well, and parents should question their doctor why a narcotic painkiller is being prescribed and whether a non-narcotic medication would do the job.

“Some kids have chronic pain from conditions such as lupus or sickle cell disease, but to give a kid with back pain opioids is ridiculous,” Pena said.

“Give them some warm packs and Toradol [a non-steroidal anti-inflammatory drug], which has been show to work just as well as opioids without the dependency and without the risk,” she added.


Open Enrollment: Affordable Care Act Eligibility

The Affordable Care Act expands coverage for the poorest Americans by creating an opportunity for states to provide Medicaid eligibility, effective January 1, 2014, for individuals under 65 years of age with incomes up to 133 percent of the federal poverty level (FPL). For the first time, states can provide Medicaid coverage for low-income adults without children and be guaranteed coverage through Medicaid in every state without need for a waiver. Medicaid and Children’s Health Insurance Program (CHIP) eligibility and enrollment will be much simpler and will be coordinated with the newly created Affordable Insurance Exchanges. See current information on eligibility. Areas of interest under this provision:

Medicaid and Children’s Health Insurance Programs: Eligibility Notices, Fair Hearing and Appeal Processes for Medicaid and Other Provisions Related to Eligibility and Enrollment for Medicaid and CHIP

This Medicaid and CHIP Eligibility, Notices and Fair Hearing and Appeals Processes Final Rule (effective January 20, 2017) addresses policies to support modernization of notices and appeals processes and the coordination of eligibility notices and appeals across insurance affordability programs. The final rule also completes and complements policies reflected in the March 16, 2012 eligibility and enrollment final rule to simplify Medicaid and CHIP eligibility and enrollment rules, including coverage for former foster care youth, optional eligibility groups, and verification of citizenship and immigration status.

- Medicaid and CHIP Eligibility, Notices and Fair Hearing and Appeals Processes Final Rule
- Medicaid and CHIP Eligibility, Notices and Fair Hearing and Appeals Processes Proposed Rule (January 22, 2013)
Proposed Rule: Medicaid and Children’s Health Insurance Programs: Eligibility Notices, Fair Hearing and Appeal Processes for Medicaid

This proposed rule completes and complements the fair hearing and appeals policies included in the Medicaid and CHIP Eligibility, Notices and Fair Hearing and Appeals Processes Final Rule.

- Medicaid and CHIP Eligibility, Notices and Fair Hearing and Appeals Processes Proposed Rule

Medicaid and CHIP Eligibility and Enrollment

Creating a streamlined system of affordable coverage for Medicaid, CHIP, and the Affordable Insurance Exchanges (Effective 2014). On March 16, 2012, CMS released its eligibility and enrollment final rule to assist States in implementing the Affordable Care Act Medicaid coverage expansion.

- Guidance on State Alternative Applications for Health Coverage (PDF 138.56 KB)
- Medicaid Eligibility Final Rule 42 CFR Parts 431, 433, 435, and 457 "Medicaid Program: Eligibility Changes Under the Affordable Care Act of 2010" - 3/16/12
- Final Rule Regulatory Impact Analysis (PDF 145.43 KB)
- Final Rule Fact Sheet (PDF 56.98 KB)
- Press Release announcing the release of the Final Rule
- Final Rule Section-by-Section Summary (PDF 521.84 KB)
- Webinars on the Final Rule
- Information about the Exchange Final Rule
- Conference Calls Regarding Affordable Care Act Medicaid/CHIP Eligibility Proposed Rules
- Section 2001 under Title II Role Of Public Programs

Maintenance of Effort

Maintaining existing coverage for adults until the implementation of coverage changes effective in January 2014 and for children through September 2019.

- Section 2001 under Title II Role Of Public Programs
- State Medicaid Director Letter SMDL#11-009 - 8/5/11 (PDF 94.7 KB)
- State Medicaid Director Letter SMDL#11-001 - 2/25/11 (PDF 202.88 KB)
- CMCS Informational Bulletin - 2/26/11 (PDF 193.6 KB)

Former Foster Care Children

Establishing eligibility for children who have aged-out of the foster care system and had previously received Medicaid while in foster care, until they turn 26. Foster care children will remain eligible for the full scope of Medicaid benefits (Effective January 1, 2014).

- Section 2004 under Title II Role Of Public Programs

CMS also issued an Informational Bulletin, entitled “Section 1115 Demonstration Opportunity to Allow Medicaid Coverage to Former Foster Care Youth Who Have Moved to a Different State,” that informs states how they can pursue a section 1115 demonstration project to provide coverage to former foster care youth who aged out of
foster care under the responsibility of another state (and were enrolled in Medicaid while in foster care), and are now applying for Medicaid in the state in which they live.

Family Planning
Establishing a new Medicaid eligibility group and the option for states to begin providing medical assistance for family planning services and supplies.

- Sections 2303 and 2001 under Title II Role Of Public Programs
- State Medicaid Director Letter SMDL#10-013 - 7/2/10 (PDF 175.39 KB)
- CMCS Informational Bulletin - 7/9/10 (PDF 82.45 KB)

Presumptive Eligibility in Hospitals
Permitting hospitals to make presumptive eligibility determinations for all Medicaid eligible populations.

- Section 2202 under Title II Role Of Public Programs
- Real Time Determinations
Outlines the CMS regulatory language and guidance provided to States about the vision of streamlined, accurate and timely eligibility determinations and what steps States could take to work towards that goal.

- Real-Time Eligibility Determinations for MAGI Populations (PDF 63.34 KB)

Medicaid/CHIP Eligibility Verification Plans
Medicaid and CHIP agencies now rely primarily on information available through data sources (e.g., the Social Security Administration, the Departments of Homeland Security and Labor) rather than paper documentation from families for purposes of verifying eligibility for Medicaid and CHIP. For more information on each state’s eligibility verification plan.

MAGI Conversion Plans and Results
CMS provided states with a template for completing their “MAGI Conversion Plans” that are designed to reflect the MAGI-based eligibility standards that are used to determine Medicaid and CHIP eligibility. The MAGI-conversion process involved a translation of pre-2014 net income eligibility standards into MAGI-based eligibility standards. Moving to MAGI replaced income disregards with simpler, more universal income eligibility rules that are generally aligned with the rules that are used to determine eligibility for the premium tax credits in the Marketplace. To complete the transformation to MAGI, states needed to “convert” their net-income based eligibility standards to MAGI-based standards. For more information on each state’s MAGI conversion plan and MAGI conversion results.

Early Option to Provide Medicaid to Adults Prior to 2014
Providing federal funding to states that expand Medicaid eligibility, between April 1, 2010 and January 1, 2014, to individuals with incomes below 133 percent of the FPL.

- Section 2001 under Title II Role Of Public Programs
- State Medicaid Director Letter SMDL#10-005 - 4/9/10 (PDF 37.66 KB)


Children's Bureau T/TA Network
The purpose of the Children's Bureau T/TA Network is to build the capacity of State, local, Tribal, and other publicly administered or publicly supported child welfare agencies and family and juvenile courts through the provision of training, technical assistance, research, and consultation on the full array of Federal requirements administered by the Children's Bureau.

T/TA Network members provide assistance to States and Tribes in improving child welfare systems and conformity with the outcomes and systemic factors defined in the Child and Family Services Reviews (CFSRs) and the results of other monitoring reviews conducted by the Children's Bureau to ensure the safety, permanency, and well-being of children and families. This booklet is designed to communicate to States and Tribes the specific focus of each T/TA Network member.

Many State and Tribal requests for training and technical assistance are made to Regional ACF offices. For a listing of Regional ACF offices and the States they serve, visit the ACF website.

Motion to accept report: Tara LeBlanc
Second: Jesse Bratton
Motion passed

Regional Coordinators Report - Dague Clarke

Madam President, Board members, Regional Coordinators, Past Presidents, and Committee Chairs: First I would like to thank President Conitha King for the opportunity to chair the Regional Coordinator Committee for 2018. My plans for 2018 include:

1. to have at least quarterly calls with the Regional Coordinators,
2. to work very closely with the Membership Committee Chair to assisting that position with any required follow up concerning membership dues and updating the membership listing,
3. to partner with the Marketing and Communications Chair to promote the organization, and
4. to have the regional coordinators be a resource to the organization as needed during the coming year.

Thank you, and this concludes my report and I move for its acceptance.

Second: Jesse Bratton
Motion passed

Discussion was held on forming a marketing super committee. Conitha King appointed super marketing committee of committee chairs and others who would like to participate. Motioned passed.

Membership Committee Chair report: Ms Amanda Gehring of Kentucky
Madam President, Board Members, Regional Coordinators, Past Presidents, and Committee Chairs:

First, I would like to thank Conitha King for the opportunity to continue to chair the HSFO Membership Committee for 2018. Additionally, I would like to thank Michelle Grose-Bray and the regional coordinators for their support these last few months.

I believe the development of the new website, the organization’s social media presence and the marketing strategies currently employed have the potential to increase the organization’s membership and am looking forward to another successful year.

Activities since the annual conference held in New Orleans, Louisiana in late August of this year include:

- Working with regional coordinators to contact previous member agencies and update contact information that is out of date
- Updating the historical membership listing as appropriate
- Following up with potential members
- Preparing membership invoices for the coming year

Future activities currently planned include:

- Continued efforts to retain and build memberships, including outreach to potential new member states.
- Partner with the Regional Coordinators to perform outreach activities with the goal of increasing membership
- Partner with the Marketing and Communications Chair as well as the HSFO board to promote the organization
- Other activities as suggested or requested by the Executive Board.

This concludes my report and I move for its acceptance.

Second Demetrius Taylor
Motion passed

Time and Place- Mr. Stan Mead of Louisiana

Madam President, It is my pleasure to present the Time and Place report. The 2018 Spring Planning & Board of Directors meeting will be in San Diego, CA. At the Hilton Garden Inn Old Town San Diego. The dates of the meeting are April 14 – April 18, 2018. The room rate is $162.00 per night plus tax.

The 2018 Annual Conference will be held in Williamsburg, VA. The dates to the conference are August 25 – August 31, 2018. The room rate for the conference is $129.00 per night plus tax.
The 2019 Annual Conference will be held in Phoenix, AZ. The conference hotel, dates and room rate have yet to be determined. They will be posted on the HSFO Website when available.

We are currently soliciting a host site for the 2020 Annual Conference. Any member interested in hosting our conference should contact me. My phone number and e-mail address maybe found on the HSFO Web Site.

This concludes my report and I asked for a motion to accept it.

Stan Mead, 2017 Time & Place Chairperson

Second: Jason San Chez
Motion passed

**Resolutions** Ms. Peggy Hughes of Maryland

No formal report was received. Instead a verbal report was presented by Michelle Grose-Bray indicating no request for resolutions was received.

Motion to accept report: Michelle Bray
Second: Jason San Chez
Motion passed

**Review of Fee Schedule** - Mrs. Conitha King of Alabama
Draft fee schedule was provided to all attendees.

The draft fee schedule for 2018 program year is the same as the fees approved in the 2017 program year.

Discussion about the logo on the conference bags – difference between a corporate member vs. corporate sponsor. Listing of sponsorship opportunities are for businesses that are not interested in becoming a full corporate member. If corporate members desire to have a logo on the bag they must be a corporate member. Discussion on the corporate sponsor and membership.

The tiers were developed based on the corporate feedback. Some express concerned about having to request additional funds throughout the year for HSFO. Whereas others needed to have something tangible for the sponsorship fee paid.

Stan asked about corporate membership vs corporate sponsorship. Discussion was about advertising at the conference but does not pay membership. The corporate sponsor pays for other advertising, but corporate membership gets all of the discounts not the sponsorship.

Discussion was held to clarify corporate membership vs. conference sponsorship. Prices are listed for corporate members. Discussion was held on which corporate sponsors are
ONLY able to have. Specific reference was made to the gold tier, which included a night in hospitality vs. purchasing a hospitality room night as a corporate sponsor.

All of the corporate sponsors have the right of first refusal for all of the additional sponsorship opportunities

From the listing provided, it was decided the following would be available to:

- Conference break - corporate membership and corporate sponsors
- President’s reception - corporate membership and corporate sponsors
- Night of hospitality - corporate membership and corporate sponsors
- Conference networking event – corporate membership and corporate sponsors

Decided all events could be offered to anyone as long as the fee is paid.

Advertising on the conference booklet for program schedule and the advertising is the responsibility of the program and marketing committee. Idea was suggested about offering advertising for various restaurants and other activities the conference attendees. After the site selection has occurred, the marketing committee and program committee members may contact the chamber of Commerce to solicit advertising for the conference booklet.

Training fees -

The Medicaid training needs to be added to the fee schedule. It was suggested that it should read all online trainings fees are $250 for member and $300 for non-member.

Training fees will remain the same for the 2018 program year.

Conitha King will make the fee schedule changes as discussed.

Motion to accept the fee schedule as presented with changes to topics as discussed.

Motion by Jason SanChez
Second by Demetrius Taylor.
Motion passed.

By-Laws Chair - Mr. Harry Roberts of Delaware

President King has asked me to serve this year as the By-Laws Chair and I would like to provide the following report.

As of November 6, 2017 I have received no requests for bylaws changes. This concludes my report and I move for its acceptance. Harry B. Roberts, III Bylaws Chair

Second: Conitha King
Motion passed
**Marketing and Communications** Ms. Tara LeBlanc of LA

President King, Board Members, Regional Coordinators, Past Presidents, and Committee Chairs: Activities for the Marketing and Communications Chair since the annual conference in New Orleans, Louisiana – which was held in August 2017 - consist of:

1. HSFO Facebook page currently has 157 likes and 160 followers
2. Website updated to include registration for Fall Planning meeting and notice of the Spring Planning 2018 meeting and Annual Conference of 2018.

Planned future activities include the following:

1. Continue to use Facebook advertising to key, targeted users to promote memberships, training sessions, and the annual conference.
2. Continue building the presence of the HSFO LinkedIn page
3. Continue to work on the website to develop email blasts and reach out to new/existing members

This concludes my report and I move for its acceptance.
Tara LeBlanc, Marketing and Communications Chair

Second: Jason San Chez
Motion passed
Discussion:
Scott Carson, discussed purchasing ad space in brochures with other organizations. Scott suggested a larger more inclusive brochure by the program committee be developed for the conference so that our corporate sponsors can purchase additional advertising space. Discussion occurred on attending the other organizations’ conferences marketing HSFO. Decision was discussion would occur in the super marketing committee on which conference(s) HSFO would attend. The proposed budget includes an increase for marketing HSFO

**Nominating** Mr. Scott Carson of Arizona

Past Presidents, Executive Board and all those others in attendance.

With the conclusion of the 2017 operating year and per the actions taken at the 2017 annual business meeting held at the conference in New Orleans, Louisiana; the 2018 operating year executive board was formalized as follows:

Conitha King – 2018 President
Jason Sanchez – 2018 Vice President
Michelle Grose-Bray – 2018 Secretary
Jesse Bratton – 2018 Treasurer
Roberta Blyth – 2018 Historian

Tara LaBlanc – Regional Coordinator
Cindy Rives – Regional Coordinator
Chrystal Kelly – Regional Coordinator
Vacant – Regional Coordinator
Between the formal Business Meeting and the formal start of the 2018 operating year, then President Elect Conitha King appointed Suzi Ballinger as Regional Coordinator to fill the vacant position for which no formal application was received at the time of the Conference Business meeting.

Additionally, Historian Elect Roberta Blythe tendered her resignation to then President Elect Conitha King due to conflict of interest concerns related to a newly accepted position with the State of Arizona. As a result, the Historian position is currently vacant and available.

Using the established process as outlined in the HSFO bylaws, the Executive Board and the Nominating Committee members will formally convene during the Fall 2017 Planning Meeting to address the vacant role of HSFO Historian.

I move for acceptance of this report.
Second: Demetrius Taylor

Discussion:

Scott Carson Amended report to include Suzi Ballinger has been appointed replacing Roberta Blythe as historian and Demetrius Taylor filling the vacant position of regional coordinator.
Scott Carson moved for its acceptance.
Second Jason Sanchez.
Motion passed.

Conitha King welcomed both Suzi Ballinger and Demetrius Taylor to the board.

**Training Committee** - Mr. Jason San Chez

During the 2017 business year, HSFO continued our emphasis on providing quality training that is both current and relevant. Policy and governance relate to the health and welfare arena is both dynamic and fluid. It is imperative that industry professionals keep up to date with all the changing rules, regulations, and applied standards. HSFO has positioned itself as a leader in providing the highest quality training via partnerships with corporate members considered leaders in the health and welfare fields.

Past and future trainings for the current business year are as follows:

1. Advanced Cost allocation Training – Oklahoma City, September 26th – 28th
2. On-line Medicaid training – Web Based, Planned Release Date of Fall/Winter 2017
3. Child Welfare Training – Training plans for this topic are in development
I am excited about the future of this organization and have found working with the training committee on this vital function to be extremely rewarding. I look forward to not only the remainder of this year but what will hopefully be many years to come of working the outstanding people in both HSFo and our many corporate partners.

I respectfully submit this report and move for its acceptance.
Second: Tara LeBlanc
Motion passed

Amendment to the report, Medicaid training has been released. Jason Sanchez and Jesse Bratton are working on the mechanics on how individuals will sign up. Mention was made of the 7 free trainings awarded during the conference. Jason Sanchez moved for acceptance of this amendment. Second

**CPE Committee** – Conitha King for Mr. Heath Bernstein of New Jersey

Madam President, Executive Board and HSFO members, the CPE report is as follows:

The HSFo Annual Conference was held August 27-31, 2017, in New Orleans, Louisiana. There were 25 attendees who submitted for CPE credits of up to 26.75. Certificates were mailed October 2017.

This concludes my report and I ask for acceptance.
Second Tara LaBlanc.
Motion passed.

**Website Update** – Mr. Jesse Bratton of Oklahoma

This is not an official report but rather an update only.

The HSFO website is up and running with the exception of the members only section, which is nearing the testing phase. When the testing is complete and the member’s only section is up and available, we’ll send out an email blast to the membership informing them and providing them with directions as to how to sign up for access. Updates are provided to the webmaster as needed or as information for activities becomes available. As expected, we are realizing the savings with the credit card vendor.

In the future, the website will be able to generate invoices, pull reports/lists regarding who has paid, attended, and various other elements. Discussion was held regarding the segregation of individuals – e.g. past presidents, member agency, non-member, etc.

**Arrangements**- Annual Conference 2017 New Orleans, LA and 2018 Williamsburg, VA – Ms. Deena Brown (OK)
The 2017 Annual Conference was held in New Orleans, Louisiana August 27th thru August 31st, 2017 at the Hotel Monteleone. The conference was successfully hosted by HSFO and I want to personally thank everyone whose efforts contributed to that success.

Special Thanks to my Arrangements leadership team including Past Presidents Stan Mead, Bob Bumbalough and Jerry Berry. We spend the year working on arrangements both inside and outside the hotel and these gentlemen volunteered countless hours to make things happen. A heartfelt and humble Thank you also goes to Rhonda Sanchez for organizing and leading the volunteers to get the program packets and attendee bags ready as well as being the face of HSFO along with Past President Dague Clark as they checked attendees in and answered questions at registration.

Attendees for the annual conference included:
136 attending sessions (includes 0 feds, 8 past presidents, 100 state members, 21 corporate members and 7 non-members)
20 guests
0 youth
156 Totals

Please note that in these numbers are 30 who stated they were 1st time attendees and various speakers.

Included below is the Income and expense report for the conference. As arrangement chair I feel we did a great job coming in significantly under budget while adding breakfast coupons which were not in the budget.
## National Association of State Human Services Finance Officers

### 2017 Annual Conference New Orleans, LA

**Statement of Budget to Actual Comparison FYTD through 10/31/2017**

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<th>Budget</th>
<th>Variance</th>
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<td>$6,300.00</td>
</tr>
<tr>
<td>Conf Inc Non Member Reg</td>
<td>$3,600.00</td>
<td>$8,100</td>
<td>$(4,500.00)</td>
</tr>
<tr>
<td>Conf Inc Fed Early</td>
<td>-</td>
<td>$1,500</td>
<td>$(1,500.00)</td>
</tr>
<tr>
<td>Conf Inc Fed Reg</td>
<td>-</td>
<td>$1,600</td>
<td>$(1,600.00)</td>
</tr>
<tr>
<td>Conf Inc Guest</td>
<td>$2,300.00</td>
<td>$1,500</td>
<td>$800.00</td>
</tr>
<tr>
<td>Conf Inc Youth</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Conf Inc Single Day</td>
<td>-</td>
<td>$1,580</td>
<td>$(1,580.00)</td>
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<tr>
<td>Conf Inc Undesignated</td>
<td>-</td>
<td>$14,000</td>
<td>$(14,000.00)</td>
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<tr>
<td><strong>Total Income</strong></td>
<td>$127,350.00</td>
<td>$170,880</td>
<td>$(43,530.00)</td>
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<table>
<thead>
<tr>
<th>Expenses</th>
<th>Actuals</th>
<th>Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>+Good/-Bad</td>
</tr>
<tr>
<td><strong>Expenses</strong></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Conf Exp Hospitality</td>
<td>$(3,823.27)</td>
<td>$10,750</td>
<td>$6,926.73</td>
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<td>Conf Exp Bd Dinner</td>
<td>$(2,880.81)</td>
<td>$5,093</td>
<td>$2,212.19</td>
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<td>Conf Exp President Reception</td>
<td>$(14,354.49)</td>
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<td>Conf Exp Breaks</td>
<td>$(9,259.86)</td>
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<td>Conf Exp Sponsor Lunch</td>
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<td>$1,865</td>
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<td>Conf Exp Board Lunch</td>
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<td>$(462.97)</td>
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<td>Conf Exp Guest Event</td>
<td>$(871.81)</td>
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<td>$2,628.19</td>
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<td>Conf Exp Banquet</td>
<td>$(15,326.50)</td>
<td>$20,503</td>
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<td>Conf Exp Vehicle Rental</td>
<td>$(1,035.49)</td>
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<td>Conf Exp Volunteers Travel</td>
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<td>Conf Exp Program Equipment</td>
<td>$(10,946.16)</td>
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<td>Conf Exp Registration &amp; Support</td>
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<td>$18,100</td>
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<td>Conf Exp Other Contingencies</td>
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<td>Conf Exp Breakfast</td>
<td>$(6,030.79)</td>
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<td>$(6,030.79)</td>
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<tr>
<td><strong>Total Expenses</strong></td>
<td>$(112,262.13)</td>
<td>$160,000</td>
<td>$47,737.87</td>
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**Net Surplus/( Deficit)**

<table>
<thead>
<tr>
<th></th>
<th>Actuals</th>
<th>Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$15,087.87</td>
<td>$10,880</td>
<td>$4,207.87</td>
</tr>
</tbody>
</table>
The Fall 2017 Planning Meeting is being held in Phoenix Arizona December 2-6, 2017 at the Embassy Suites by Hilton Phoenix Biltmore.

The Spring 2018 Planning Meeting will be held in San Diego California April 14-April 18, 2018 at the Hilton Garden Inn San Diego Old Town. Rates are the prevailing government per diem which is currently $162. Meeting registration and hotel reservation information for the meeting is available on the HSFO website. Please go ahead and register if you are planning to attend.

The 71st Annual HSFO Conference will be held in Williamsburg, Virginia at the Kingsmill Resort August 26-30, 2018. Room Rates will be $129 for Resort guestrooms. Research for outside activities has begun. Hotel information will be posted to the website soon if not already there.

The 72nd Annual HSFO Conference will be held in Phoenix Arizona. Dates and location are to be determined. Site selection is taking place while in Phoenix at the 2017 fall planning meeting. Information will be posted to the website as it becomes available.

Motion to accept report by Deena Brown.
Second: Demetrious Taylor
Motion Passsed

**Sponsor Development Report** – Jason SanChez presenting for Michelle Grose-Bray,

While the base corporate membership established for the 2017 business year was $3,600, during the year we worked with our members to provide additional support in return for increased marketing from the organization. Due to these discussions being individual, amounts invoiced and paid varied. The next step as we move into the 2018 year is to finalize a corporate member fee schedule via membership approval that can be posted to the website and used for recruiting new and existing corporate members moving forward. Already this year we have been in contact with three new industry partners in efforts to recruit them into HSFO as a full member. Some of the key aspects of last year’s negotiations included:

1. $500 for inclusion of corporate logo on the conference bag
2. $900 for non-exclusive sponsorship of business meetings
3. $1,200 for an exclusive night of hospitality sponsorship
4. Partial sponsorship of meetings, events, conference were also made available at a non-defined additional donation amount
5. Free increased marketing and visibility on the new HSfo web site
6. Free inclusion of corporate logo and information in the annual conference materials
7. Free inclusion of corporate logo and information in any formal marketing brochure distributed to existing, new and prospective member agencies

In addition to the marketing and additional sponsorship discussions, we plan to continue our efforts to engage corporate members and prospective sponsors in the following ways:

1. Updating corporate members of the strategic plans the organization is undertaking
2. E-mail inviting corporate members to attend the spring business meeting and annual conference
3. E-mail thanking the corporate members for their support of HSFO and information related to what additional opportunities are available for targeted sponsorship/support
4. E-mail encouraging active participation on a panel or in a session at the conference being held later this summer in New Orleans, Louisiana
5. Phone calls to corporate members and potential sponsors introducing myself and the organization and explaining the benefits of membership and targeted sponsorship dollars that are used by HSFO to fun annual business meetings and the conference
6. Reaching out to various corporations/organizations that work with or in support of the health and welfare arena in an attempt to increase awareness of HSFO as well as membership
7. Placing periodic “check in” calls to corporate members
8. Collaborating with corporate partners to enhance our contact list containing key state, federal and external partners
9. Working with both corporate members and HSFO leadership to explore ways to enhancing our already mutually beneficial relationship

I respectfully submit this report and move for its acceptance.
Second by Demetrius Taylor

Discussion:

Report should be amended to revise conference in New Orleans, Louisiana to Williamsburg, VA. Deena Brown discussed how it was a real issue regarding the side deal about the logos on the bags. She needs to know in advance if this will occur.

Motion to accept amendment Jason Sanchez.
Second Michelle Grose-Bray
Motion passed.

Conitha King thanked Michelle Grose-Bray for willingness to step in and work with Corporate Membership after resignation of Wes Fletcher.

Audit Committee – Ms. Tina Coutu of Arkansas
The audit of HSFO financial records for the period of December 1, 2016 through Nov. 30, 2017 will begin at the conclusion of the December 2017 Fall planning meeting. The audit will include transactions from the December 2016 Fall planning meeting held in Williamsburg, VA, the April 2017 Spring planning meeting held in Juneau, AK, the August 2017 Annual meeting held in New Orleans, LA, the financial records maintained by Mr. Harry Roberts, and any other transactions that occurred during the audit scope. The full audit report will be available at the annual conference in Williamsburg, VA with an update at the Spring Business/Planning Meeting in San Diego, CA.

Motion to accept report: Tina Coutu
Second: Demetrius Taylor
Motion passed

**Accounting Contract:** Ms. Conitha King of Alabama

Motion was made to continue to the resources of Harry Roberts for the next program year. Jason San Chez made the motion, Jesse Bratton second. Motion passed.

**Treasurer Report:** Jesse Bratton of Oklahoma

Financial Statements prepared by Harry Roberts were provided to all members in attendance. Jesse Bratton provided an overview of the financial position of HSFO. For program year a net loss resulted primarily due to the transition of the HSFO website. Some discussion was held regarding the budgeted differences for revenues.

Motion to Accept: Jesse Bratton
Second: Tara LeBlanc
Motion passed.

Michelle Grose-Bray brought up how the non-cash contribution are handled through the budget to actual statements. The budget to actual statement is not required by GAAP. The sponsor does not need to be recognized, but the value does for future planning events. It was agreed an amount above a certain limit needs to be included. The items should only be for costs that HSFO would have occurred. Discussion was held regarding the cost savings for donations occurred. The decision was made that at the discretion of the arrangements chair, they would make footnotes on the conference budget to reflect the non-cash donations.

**New Business and Strategic Planning - Conitha King of Alabama**

Discussion was held on how to increase the footprint of the organization to grow. Investing in HSFO by increasing marketing of the organization through online social media, creating brochures, and attending other organizations’ conferences were some of the ideas discussed. The webmaster provided some ideas on ways they can assist in marketing but a cost is associated.
2018 Budget – Conitha King of Alabama

Membership budgeted at 51 agencies no budget increase is planned for new members.

Corporate sponsor income increases with 2 to 3 new corporate members.

Desire is to have more corporate members at the Gold level. Some difficulty exists on how to budget for the tier levels and the other sponsorship activities, specifically the $500 on the bags.

Projection is 150 conference attendees, including spouses, attendees, and presenters. The expenses are based on 150 attendees. Consideration was given to the location, e.g. government employees who can drive from Washington DC.

The fall and spring planning meetings revenue is low, due to waiving the meeting fee. Some states will not pay the $150 registration fee, so it’s being waived.

The budget to actual report is a great resource for where revenues are being increased vs. where losses are occurring.

The overall budget is very conservative for revenues. The 2018 spring training meeting may be the last. The 2019 spring planning meeting will be held telephonically. Concerns were raised about not having a face-to-face meeting. Spring planning meetings may be held in order to address all concerns prior to the annual conference.

Training budget – Medicaid training is difficult to budget as it’s just coming on line. The budget is set as $60,000 revenue and $40,000 expenses. It’s just an estimate. Discussion occurred regarding how to present the cost for online training.

Accounting and internet services budget levels are the same. A budget of $15,000 for increased marketing for HSFO is being requested. This budget will be spent on the items discussed above.

A budget of a $12,000 deficit is the result. The primary reason is the increased budget for marketing. Harry Roberts made a suggestion to increase agency dues to cover the shortage. However, it was noted that the fee schedule has already been approved.

Motion to Accept: Conitha King
Second: Jason San Chez
Motion passed

Discussion occurred on ways to increase revenues and decrease costs. Items discussed included increase the training costs, the elimination of the 2019 Spring planning meeting, and other items within the conference budget. Demetrius researched the GFOA website for training prices and conference costs. These prices are extremely high compared to HSFO.
Program Committee Presentation to Board – Mr. Chris Smith of Oklahoma

Chris thanked all of the program committee members for their assistance. A survey and wrap up session did occur. This year’s program was developed using the results. Requests have been received for the Sunday ethics session and bringing back real popular speakers. The start time is 8:00am daily. The total amount of CPEs is 29. Chris provided a general review of topics that will be presented. Program committee members have determined the topics. Increased time has been made available for cost allocation and State-to-State topics. Efforts are being made to get Trump appointees to present at our conference. Some of the sessions are holdovers from New Orleans, LA as some of the presenters were unable to attend because of Hurricane Harvey.

Questions included
1) level of participation of our corporate sponsors
2) which sessions are Medicaid oriented – need to have it in the session titles for some attendees
3) add specific programs for Title VI, Child Welfare, TANF, and SNAP.

Motion passed.

Conitha King formally adjourned the 2017 fall business meeting.