

MEMORANDUM OF UNDERSTANDING (MOU)
BETWEEN
THE STATE OF WASHINGTON (STATE)
AND
THE ADULT FAMILY HOME COUNCIL (AFHC)

In the 2019 legislative session, the legislature passed SSB 5672 establishing the Adult Family Home Training Network. The AFH Training network is a nonprofit organization established by the exclusive bargaining representative of adult family homes designated under [RCW 41.56.029](#) with the capacity to provide training, workforce development, and other services to adult family homes.

SSB 5672 directs the Adult Family Home Council and Department of Social and Health Services to negotiate a memorandum of understanding to provide for contributions to the AFH Training Network. These contributions must be provided to the Adult Family Home Training Network through a vendor contract executed by the department.

Pursuant to SSB 5672, the State and the AFHC have agreed to modify [Article 8](#) and [Appendix B](#) and [C](#).

ARTICLE 8
TRAINING AND HEALTH CARE

8.1 Adult Family Home Administrator Training class

- A. The State shall require the trainer for the Adult Family Home (AFH) Administrator Training class to notify the AFHC when classes are scheduled and grant access, not to exceed forty-five (45) minutes, at the AFH Administrator Training class. Adequate notice shall be fourteen (14) working days. In addition, the State will provide the AFHC with a list of any contracted community colleges that will provide the AFH Administrator Training class. Regular class schedules as published by the community college, including on-line schedules, shall serve as notification to the AFHC for these classes. The AFHC presentation topics will be limited to the following: AFHC organization, adult family home providers' representation status and benefits and adult family home provider advanced and additional training opportunities. The AFHC may issue a certificate to those who complete the forty-five (45) minute orientation.
- B. The AFHC may (at its discretion) provide the trainer of the AFH Administrator class with copies of a brochure outlining the providers' collective bargaining benefits, to be distributed by the trainer and AFHC with other orientation and training materials. This document will be neutral in content and approved by the State and the AFHC prior to distribution.
- C. The parties recognize that one-dollar and forty-seven cents (\$1.47) per client per day will be added to the Base Daily Rates reflected in [Article 7; Payment, for the period of July 1, 2019 through December 31, 2019.](#)

The parties recognize that one-dollar and twenty-four cents (\$1.24) per client per day will be added to the Base Daily Rates reflected in Article 7 Payment, for classifications A through D medium-high January 1, 2020 to June 30, 2021.

The parties recognize that one-dollar and forty-seven cents (\$1.47) per client per day will be added to the Base Daily Rates reflected in Article 7 Payment, for classifications D high through E for the period of January 1, 2020 through June 30, 2020.

~~Payment This payment is intended to cover the costs of time spent in training and the costs of tuition for core basic, continuing education, and training required to qualify a provider, as required under WAC 388-112A for providers in adult family homes.~~
The parties recognize that one-dollar and twenty-four cents (\$1.24) per client per day will be added to the Base Daily Rates reflected in Article 7 Payment, for classifications D high through E July 1, 2020 to June 30, 2021.

This payment is intended to cover the costs of time spent in training and the costs of tuition for continuing education and training required to qualify a provider as required under WAC 388-112A for providers in adult family homes.

D. Starting January 1, 2020 through June 30, 2021, classifications A through D medium-high will have twenty-three cents (\$0.23) per client per bed day contributed to the Adult Family Home Training Network. The “AFH Client Bed Days Paid by Service Month Report” as defined in the vendor contract will be used to calculate the amount owed to the Adult Family Home Training Network for work completed for each specific calendar month. The report will be provided by the State after the end of each calendar month. The amount calculated by the report following a time period defined by the vendor contract is the final amount that will be paid by the State to the Adult Family Home Training Network for that specific calendar month.

Starting July 1, 2020 through June 30, 2021, classifications D high through E will have twenty-three cents (\$0.23) per client per bed day paid contributed to the Adult Family Home Training Network. The “AFH Client Bed Days Paid by Service Month Report” as defined in the vendor contract will be used to calculate the amount owed to the Adult Family Home Training Network for work completed for each specific calendar month. The report will be provided by the State after the end of each calendar month. The amount calculated by the report following a time period defined by the vendor contract is the final amount that will be paid by the State to the Adult Family Home Training Network for that specific calendar month.

E. The Adult Family Home Council will develop and distribute to all bargaining unit members a written communication, through email or regular mail, regarding the establishment of the AFH Training Network and this MOU. The communication will include information about how the training benefit is modified to fund the network, when these adjustments will take place and a reference to Article 8 and appendices of the CBA for specific details. The communication must be distributed

[to all bargaining unit members no later than December 13, 2019. The Adult Family Home Council will provide documentation to the department demonstrating that this communication has been distributed to all bargaining unit members.](#)

[The state will refer bargaining unit member inquiries related to the implementation of the Adult Family Home Training Network to the Adult Family Home Council or the contractor for the Adult Family Home Training Network.](#)

APPENDIX B
JANUARY 1, 2020 ALTSA ADULT FAMILY HOME
RATES, TRAINING AND HEALTHCARE BENEFITS FOR
CLIENTS ASSESSED WITH CARE

Service Area	King County	**Metropolitan Counties	***Non-Metropolitan Counties
Classification	AFHC Daily Rate	AFHC Daily Rate	AFHC Daily Rate
A Low (1)	\$83.56 <u>83.33</u>	\$81.10 <u>80.87</u>	\$78.64 <u>78.41</u>
A Med (2)	\$86.78 <u>86.55</u>	\$84.16 <u>83.93</u>	\$81.55 <u>81.32</u>
A High (3)	\$94.27 <u>94.04</u>	\$91.29 <u>91.06</u>	\$88.31 <u>88.08</u>
B Low (4)	\$85.23 <u>85.00</u>	\$82.68 <u>82.45</u>	\$80.14 <u>79.91</u>
B Med (5)	\$92.61 <u>92.38</u>	\$89.71 <u>89.48</u>	\$86.81 <u>86.58</u>
B Med H (6)	\$100.43 <u>100.20</u>	\$97.15 <u>96.92</u>	\$93.88 <u>93.65</u>
B High (7)	\$103.32 <u>103.09</u>	\$99.90 <u>99.67</u>	\$96.49 <u>96.26</u>
C Low (8)	\$94.05 <u>93.82</u>	\$91.08 <u>90.85</u>	\$88.11 <u>87.88</u>
C Med (9)	\$108.26 <u>108.03</u>	\$104.60 <u>104.37</u>	\$100.94 <u>100.71</u>
C Med H (10)	\$110.70 <u>110.47</u>	\$106.93 <u>106.70</u>	\$103.15 <u>102.92</u>
C High (11)	\$113.26 <u>113.03</u>	\$109.36 <u>109.13</u>	\$105.46 <u>105.23</u>
D Low (12)	\$100.32 <u>100.09</u>	\$97.05 <u>96.82</u>	\$93.78 <u>93.55</u>
D Med (13)	\$110.48 <u>110.25</u>	\$106.72 <u>106.49</u>	\$102.95 <u>102.72</u>
D Med H (14)	\$126.11 <u>125.88</u>	\$121.59 <u>121.36</u>	\$117.07 <u>116.84</u>
D High (15)	\$135.29	\$131.08	\$124.26
E Med (16)	\$162.20	\$156.71	\$148.48
E High (17)	\$189.14	\$182.33	\$172.71

**Metropolitan Counties (Urban) Benton, Clark, Franklin, Island, Kitsap, Pierce, Snohomish, Spokane, Thurston, Whatcom, and Yakima Counties.

***Non-Metropolitan Counties: Adams, Asotin, Chelan, Clallam, Columbia, Cowlitz, Douglas, Ferry, Kittitas, Garfield, Grant, Grays Harbor, Jefferson, Klickitat, Lewis, Lincoln, Mason, Okanogan, Pacific, Pend Oreille, San Juan, Skagit, Skamania, Stevens, Wahkiakum, Walla Walla, and Whitman.

