

NORTH CENTRAL COMMUNITY SERVICES PROGRAM

BOARD MEETING MINUTES

January 31, 2013

12:00 p.m.

NCHC – Wausau Campus

Present:

X	Ray Bloomer	X	Ron Nye	X	Gretchen Thuot
X	Jean Burgener	X	Lee Olkowski	X	Joanne Kelly
X	David Tange	X	Laura Scudiere	EX	Robert Weaver
X	Gary Gisselman	X	John Robinson	X	Holly Matucheski
	Terry Ryan	X	Bill Metter		

Also Present: Gary Bezucha, Brenda Glodowski, Toni Simonson, Becky Schultz, Lori Koeppel, Paula Hawkins

The meeting was opened at 12:08p.m. Roll call was taken and a quorum declared.

New board members Dr. David Tange and Laura Scudiere were introduced and welcomed to the board.

Consent Agenda

Motion Robinson, 2nd Nye, to approve the consent agenda including December financial statements, CEO's report, 12/20/12 Finance, Personnel & Property Committee meeting minutes, and corrected minutes of the 12/20/12 Board meeting. (A name was incorrect on minutes mailed to board members; corrected minutes were distributed at the meeting.) Motion carried.

Chairperson's report

- Committee assignments were presented as a slate for 2013:
 - Executive Committee: Lee Olkowski, Chair
 - Finance, Personnel & Property Committee: Ron Nye, Chair
 - Human Services Operations Committee: John Robinson, Chair
 - Nursing Home Operations Committee: Gary Gisselman, Chair
 - Quality Sub-Committee: Gretchen Thuot, Chair
 - Organization Expansion Sub-Committee: Lee Olkowski, Chair
 - **Motion** Kelly, 2nd Gisselman to approve the committee structure as presented. Motion carried.
- Board retreat: Thursday, February 28th from 12:00-8:00.
 - Board meeting 12-1:15PM.
 - Joined at 1:30PM by 14 others who will help represent interests of all three counties.
 - Dinner 5PM

- Facilitated discussion from 6-8PM.
- Speakers: TMA Peritus; Matt Stanford from Wisconsin Hospital Association.
- Marathon County LIFE report will be reviewed.
- CEO annual evaluation – please return the evaluations as soon as possible.
- **Motion** Gisselman, 2nd Nye, to approve the report and minutes of the 12/20/12 and 1/17/13 meetings. Motion carried.

Quality Dashboard

- A revised 2013 dashboard was distributed.
- Average days to fill vacancies and the crisis services diversion rate will not be monitored next year.
- Added 1) Inpatient Service Line adverse event rate to clinical; 2) employee adverse event rate to people; 3) employee turnover rate under people; outpatient access – days to services; recidivism rate for OWI (we have never monitored that. Sixteen hundred OWI's were reviewed to come up with a target).
- Moved community mental health hospitalization rate to clinical.

Financial Report

- The December report is preliminary numbers. The audit is scheduled for the week of February 11th. We anticipate final numbers will be better; they do include the employee incentive.
- Days in A/R: we have had situations with Security Health Plan and the V.A. (*see Finance minutes for detailed information.*) If these two issues were removed from the calculation, it would bring days in A/R to 47.5 days. 45 days is our target again; it is very aggressive.

Finance, Personnel & Property Committee

- The committee conducted their annual review, discussion, and approval of the investment policy.
- **Motion** to approve report by Nye, 2nd Robinson. Motion carried.

Nursing Home Operations Committee

- The master facility planning process has begun. We have met with the Marathon County CIP (Capital Improvement Program) Committee. An oversight committee was created with community members, and had its first meeting this week.
- Approval process: NHOC, Finance, Board, Marathon County Health and Human Services Committee, Marathon County CIP, Marathon County Board.
- Recommendation coming to this Board will be a material project.
- **Motion** Gisselman, 2nd Metter, to approve the report and minutes of the 1/18/13 NHOC meeting. Motion carried.

Human Services Operations Committee

- Ambulatory detox program issues are being looked at/addressed by the State Department of Health Services and the WI Counties Association.

- We are beginning community dialogue regarding major issues such as gun control, and mental health needs in the community (early intervention, prison population, etc.).
- Identified the need to address the stigma associated with mental health issues and needs.
- **Motion** Robinson, 2nd Nye, to approve the report and minutes of the 1/2/13 meeting. Motion carried.

Organizational Expansion Sub-Committee

- No report; meeting next week.

Quality Sub-Committee

- No report; will meet in March.

Board Self-Evaluation/Role of Board in Policy Decision-making - Discussion

- Concern expressed on the part of some board members that some policy issues come to the board as a final process, without more input from board members.
- Current practice has been that the board is responsible for hiring an effective CEO. Administration assumes responsibility to work through a process and come to the board with recommendations.
- Concern that we are bringing policy changes to the board after the fact.
- Retreat is a good place for an important part of this discussion, including long range planning.
- It is the individual responsibility of board members to ask the difficult questions.
- There are opportunities for continuing education for board members, in governance, etc. The annual WI Hospital Association Rural Health Conference is a good opportunity.
- We have high confidence in staff and provide a high level of involvement. However, sometimes things don't even go through committees before being carried out. Some program changes should have been discussed with the Human Services Operations Committee before being done. The board supports the changes, but the committee should be included in discussions. Staff needs to ask the question of whether something should go through a committee prior to making a decision. Sometimes it will, sometimes not. If time is of the essence, perhaps a special committee and/or board meeting could be called.
- We can get legal opinion on what can and can't be discussed between meetings, as related to the open meetings law.

Future Meeting Agendas

- Open meeting laws, conflicts of interest, discussions at meetings if an item is not agendaized.
- Additional future items, identified at the board retreat, particularly in regard to strategic direction.

Thank you to Toni Simonson for her community involvement with the new Warming Center. A provided a great sense of NCHC being involved with community efforts.

Motion Burgener, 2nd Tange, to adjourn at 1:30 p.m. Motion carried.

Respectfully submitted,

Robert Weaver, Secretary

Pdh