

**NORTH CENTRAL COMMUNITY SERVICES PROGRAM
BOARD MEETING MINUTES**

March 27, 2014

12:00 p.m.

Westwood Conference Center – Wausau

Present:

X	Jean Burgener	X	Gary Gisselman	EXC	Jeff Hetfeld
X	Joanne Kelly	X	Holly Matucheski	X	Bill Metter
X	Ron Nye	X	Lee Olkowski	X	Dr. Eric Penniman
X	John Robinson	X	Laura Scudiere	X	Dr. David Tange
X	Bob Weaver				

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

Guests (for Board retreat):

- Kitty Rhoades, Secretary, WI Department of Health Services
- John Sauer, President/CEO, LeadingAge Wisconsin
- John Fisher, Attorney, Ruder Ware
- Bob Lincoln, CEO, County Social Services, Iowa

The meeting was called to order 12:05 p.m. Roll call was taken and a quorum declared.

Consent Agenda

- **Motion** Metter, 2nd Olkowski, to approve the consent agenda, which includes the February financial statements, 2/27/14 Finance, Personnel & Property Committee and Board meeting minutes, and the CEO's report. Motion carried.

2013 Audit Presentation (Joint with Finance, Personnel & Property Committee)

- Kim Heller, Wipfli, presented the 2013 audit.
- Wipfli staff felt it was a very good audit process; thanks to Brenda, Kim and staff. Accounts are reconciled, financial statements are accurate, and requests are met timely.
- Accounts receivable target is 48-50 days. Industry average is higher.
- Kim Heller and her staff were wonderful to work with. We set a record completing field work in less than a week.
- The board requested to see tax levy by program; Brenda can provide.
- Suggestion to look at bad debts and charity care as a percentage of revenue.
- **Motion** Robinson, 2nd Weaver, for Finance, Personnel & Property Committee acceptance of the 2013 audit, and to forward to the board with recommendation for approval. Motion carried.
- **Motion** Robinson, 2nd Nye, to adjourn the Finance, Personnel & Property Committee meeting at 12:45p.m. Motion carried.
- **Motion** by Olkowski, 2nd Burgener, for board approval of the 2013 audit. Motion carried.

Chairperson's Report

- Psychiatry Residency – we are moving forward with a grant application with the Department of Health Services, with letters of support from Aspirus, Portage County and Wood County. We hope to receive a grant to continue to develop a program to begin in 2017.
- We are still looking for board member replacement.
- **Motion** Nye, 2nd Penniman, to approve the report and minutes of the 3/11/14 Executive Committee meeting. Motion carried.

Dashboard

- The February dashboard results were reviewed.
- We are using an external organization (HealthStream) to do our satisfaction surveys and benchmark them against like organizations.
- Direct expense as a percentage of gross patient revenue is a substantial concern for us, and we are watching it carefully, responding quickly, and making adjustments as needed. Patient care will not be affected.
- **Motion** Scudiere, 2nd Olkowski, to approve the dashboard. Motion carried.

Financial Report

- Through February we are showing a gain, but not to target (about \$78,000 behind).
- We are looking closely at areas that will be affecting bottom line.

Finance, Personnel & Property Committee

- **Motion** Olkowski, 2nd Weaver, to approve the report. Motion carried.

Nursing Home Operations Committee

- The committee did strategic planning March 7th.
- The Marathon County Board accepted a recommendation to proceed with the Nursing Home Master Facility Plan. We estimate about a six month design. The Marathon County Board vote was 29-5.
- **Motion** Gisselman, 2nd Metter to approve the report and the minutes of the 3/7/14 meeting. Motion carried.

Human Services Operations Committee

- The RFP for the pool went out on Monday for consultant firms.
- There was a second meeting with Early Years Coalition, dealing with behavioral issues in youth. We will continue to have dialogue surrounding a community summit. There is a need to focus on the family, to identify needs, and to identify who the players are.
- April 29th at 7:15AM at Howard Johnsons – community forum on the LIFE Report.
- **Motion** Robinson, 2nd Burgener, to approve the report and minutes of the 3/5/14 and 3/17/14 meetings. Motion carried.

Quality Committee Report

- Meets tomorrow morning; no report.

Presentations

- Kitty Rhoades, Secretary of Wisconsin Department of Health Services
“Future Direction of Wisconsin Department of Health Services in Mental Health, Substance Abuse, and Long Term Care”
- John Sauer, President/CEO of LeadingAge - Wisconsin
“Emerging Trends and Developments in Long Term Care Services”
- John Fisher, Attorney with Ruder Ware
“Building a Better Board”
- Bob Lincoln, CEO of County Social Services in Iowa
“Development of a Multi-County Model for the Delivery of Mental Health Services”

Motion Olkowski, 2nd Robinson, to adjourn at 1:30 p.m. Motion Carried.

Respectfully submitted,

Robert Weaver, Secretary

pdh