

## NORTH CENTRAL COMMUNITY SERVICES PROGRAM BOARD MEETING MINUTES

March 30, 2017

11:30 a.m.

North Central Health Care-Wausau

### Present:

X	Randy Balk	X	Steve Benson	EXC	Ben Bliven
X	Jean Burgener	X	Holly Matucheski	X	Bill Metter
X	Bill Miller	X	Corrie Norrbom	X	Greta Rusch
X	Robin Stowe	EXC	Bob Weaver	X	Theresa Wetzsteon
EXC	Jeff Zriny				

Also Present: Michael Loy, Brenda Glodowski, Becky Schultz, Sue Matis, Sheila Zblewski, Lance Leonhard, Kristi Kordus

Guests/Visitors: John Robinson, Ken Day

### Call to Order

The meeting was called to order at 11:33 a.m. by Vice-Chair Burgener; guests welcomed.

### Public Comment for Matters Appearing on the Agenda

No public comments made.

### Resolution Honoring John Robinson for his 10 Years of Services to the NCCSP Board

- Vice-Chair Burgener recognized Mr. Robinson for his years of service, read and presented a resolution on behalf of the NCCSP Board of Directors, thanking him for his dedication, commitment, and service to North Central Health Care and the community. Mr. Robinson acknowledged the Board and its commitment to the needs of vulnerable individuals in the community. He will be in the role of chair for the new Marathon County Mount View Care Center Committee as it reviews the purpose and future of the nursing home and will continue to be engaged in issues affecting North Central Health Care and the community.

### Welcome New Board Members

- Theresa Wetzsteon and Rick Seefeldt were introduced and welcomed as Board members.

### Approval of 2/23/17 NCCSP Board Meeting Minutes

- **Motion**/second, Metter/Stowe, to approve the NCCSP Board Minutes of 2/23/17. Motion carried.

### Annual Audit Report by Wipfli – K. Heller

- The 2016 Annual Audit Report and requirement communications letter were mailed to all board members prior to this meeting.

- K. Heller provided an in-depth review of the Audit.
  - New in 2015 was the pension-related asset and liabilities associated with the Wisconsin Retirement System (WRS). \$7.7 million is recorded on the balance sheet (2015 was \$9.6 million), resulting in a large audit adjustment in the amount of \$1.8 million. NCHC is allocated a proportionate share for the entire State of WI plan once WRS determines that number. Management cannot anticipate what this amount will be. In discussion between Management and Wipfli it was determined that this item would be an audit adjustment rather than an internal entry.
  - Net current assets for the nursing home is approximately \$2.5 million. Performance must improve quickly in the nursing home to remain viable.
  - A steady decline in average patient days from 246 in 2012 to 202 in 2016 was consistent with the projections from 2012. 'Do nothing' in the nursing home has had a negative impact and has created a financial crisis. It is noted that there is \$499,000 in nursing home expense related to the 2012 nursing home study; the older expenses get the less likely they will be able to be used toward the project and continues to be a discussion point each year. If no progress is made this year, it is likely this asset will be impaired and thereby having a negative impact on the income statement for 2017.
- **Motion**/second, Miller/Balk, to accept the 2016 Annual Audit. Motion carried.
- Fund Balance Statement was reviewed.
- **Motion**/second, Miller/Balk, to accept the Fund Balance Statement. Motion carried.

#### Finance, Personnel & Property Committee Report – B. Glodowski

- February showed a gain of \$332,000 attributed to higher volumes in the Hospital and Community Treatment.
- Expenses overall were below budgeted targets. Some areas below target included health insurance and drugs. Diversions were high in February.
- Nursing home was in the black by \$108 and is \$43,000 ahead of target.
- **Motion**/second, Rusch/Stowe, to accept the February Financial Report and Financial Statements. Motion carried.

#### Quality Committee Report – M. Loy

- Please review the Executive Summary in your Board packet. Becky Schultz provides an excellent summary. Note that last month we were slightly over 70% in patients ranking their overall experience at a 9 or 10.
- **Motion**/second, Benson/Matucheski to accept the Dashboard. Motion carried.

#### Appoint Executive Committee as CEO Selection Committee – M. Loy

- CEO selection process has been discussed with the Retained County Authority Committee (RCA). Past precedent has been for the NCCSP Executive Committee to act as the Selection Committee. It was suggested to continue in that direction. If other members of the Board are interested in being involved in the selection process, please notify Chair Zriny.
- **Motion**/second, Metter/Benson, to appoint the Executive Committee as the CEO Selection Committee. RCA will meet with the Selection Committee and may be part of the interview process. The RCA will ultimately make an independent recommendation to each of the three County Boards. Motion carried.

Approval for Use of Nursing Home Fund Balance to Fund the Operational Assessment and Strategic Plan for Mount View Care Center in an Amount Not to Exceed \$55,000 – M. Loy

- Marathon County is in the process of determining the future of the nursing home. A vendor was selected to provide a strategic plan and operational assessment as part of that process. The County would like NCHC to incur the cost of the consultant and expense it to the nursing home. The Board is being requested to approve amending the 2017 budget to allow the expenditure for this purpose.
- **Motion**/second, Matucheski/Miller, to approve use of the nursing home fund balance to fund the operational assessment and strategic plan for Mount View Care Center not to exceed \$55,000. Motion carried.

Update on 2017 NCCSP Capital Improvement Budget to Reflect the Modified Cost of the Mount View Care Center's Boiler Replacement Project – M. Loy

- Initial project cost was \$425,000. We were then notified that an error was made and costs exceeded this amount. We are now informed that rather than replacing the boilers, we need to put an additional investment into the water supply system and retool the boilers keeping the cost within the original \$425,000. We are proceeding in this direction.

Update on Youth Crisis, CBRF, MMT – L. Scudiere/M. Loy

- Will be discussing the development of an 8 bed crisis group home with the RCA as well as working with Rep. Pat Snyder's Office for funding and legislative support.
- Dr. Benson mentioned Social Services may also be developing a youth crisis home. L. Leonhard indicated they will discuss with Social Services after NCHC provides a proposal to avoid duplication. Will also discuss with Lincoln and Langlade Counties.

CEO Work Plan – M. Loy

- Updated Work Plan was distributed and reviewed.

Retained County Authority Committee Update – M. Loy

- Discussions have been robust and going very well.
- The new Tri-County Agreement includes limitations for Program Creation, Modification, Suspension and Termination by the NCCSP Board and CEO. Memo regarding 'Definition of Substantially Modify' was provided.

CEO Report – M. Loy

- NCHC was on lockdown during the event last week in the community. During situations like these we learn more about how we can improve the safety of our organization and community. There will be an enhanced focus this next year to be safer which may require investment in the building.
- Dr. Ann Dibala, new psychiatrist on the Inpatient Unit will begin April 10.
- Medical College of Wisconsin Residency Match Program successfully matched the first three residents for the program beginning this summer.
- Diversions in March improved. Today we do not have anyone at the state institutes. Have a new nurse case manager to assist with managing these diversions and the use of the state institutes.
- RFP for the nursing home strategic plan has been selected.

- Health & Human Services Committee will be meeting April 10 to discuss and make their recommendation to the County Board on the future of the pool.
- Update on an anonymous letter will be deferred to April.
- At the most recent Mount View Care Center Committee meeting B. Glodowski provided an excellent overview of financing and the committee has met twice now.
- May 16, 2017 WIPPS is co-hosting a regional substance abuse conference with experts from across the country in an effort of creating broader awareness in the community that addiction is a chronic disease, recovery is possible, and that a community-wide recovery ecosystem is necessary.

Overview and Discussion on Policy Governance – K. Day and M. Loy

- Ken Day was introduced and provided a broad-based introduction on Policy Governance.
- It is important to understand board policy, develop end statements, create CEO expectations and limitations:
  - Outcome Expectation Policies – identifying what success looks like; measurement of board performance.
  - Executive Limitation Policies – what is not acceptable vs what the CEO should do.
  - Executive Office and Board Interaction Policies – no one board member can make requests individually.
  - Describe Board Policies - how the board will function or do its work i.e. operate as a board of the whole.
- With the variety of parties involved i.e. RCA, County Boards, community stakeholders, etc. it would be important to develop expectations of the Board and discuss them with the RCA.
- It was the consensus of the Board to move toward the direction of Policy Governance and then organize a Board Retreat with the RCA.

**Motion**/second, Miller/Norrbom, to adjourn the Board meeting at 1:59 p.m. Motion carried.

*dko*