



OFFICIAL NOTICE AND AMENDED AGENDA

Notice is hereby given that the **Executive Committee** of the **North Central Community Services Program Board** will hold a meeting at the following date, time and location shown below.

Thursday, May 5, 2022 at 3:00 PM
North Central Health Care – Wausau Board Room
1100 Lake View Drive, Wausau WI 54403

Persons wishing to attend the meeting by phone may call into the telephone conference beginning five (5) minutes prior to the start time indicated above using the following number:


Phone Number: 1-408-418-9388 **Access Code:** 2484 691 1834

AGENDA

1. Call to Order
2. Public Comments (5 Minutes)
3. **Appointments to NCCSP Board**
4. **Strategic Planning Template from the Executive Management Team**
5. Recruitment Planning and Pay Range for Executive Director
6. NCCSP Bylaws Review
 - a. Status of Governance Committee
 - b. Status of Nursing Home Operations Committee (Pine Crest Nursing Home)
7. Presentation Schedule to Marathon County Board and Committees
(Phase VI Mount View Costs-ARPA Funding)
8. Next Meeting Date & Time, Location, and Future Agenda Items
 - a. Next Meeting: Thursday, May 20, 2022 in the North Central Health Care Wausau Board Room
9. Adjournment

Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the Administrative Office at 715-848-4405. For TDD telephone service call 715-845-4928.

NOTICE POSTED AT: North Central Health Care
COPY OF NOTICE DISTRIBUTED TO:
Wausau Daily Herald, Antigo Daily Journal, Tomahawk Leader,
Merrill Foto News, Langlade, Lincoln & Marathon County Clerks Offices


Presiding Officer or Designee

DATE: 05/03/2022 TIME: 4:30 PM BY: D. Osowski

2022 NCCSP Board

ANDERSON, ERIC

Senior Vice President, Service Lines and Patient Experience, Aspirus, Inc.
 2200 Westwood Drive
 Wausau WI 54401
 715.847.2114
Eric.Anderson2@aspurus.org

BILLEB, CHAD

Deputy Sheriff, Marathon County Sheriff's Dept.
 500 Forest Street
 Wausau WI 54403
 715.261.1066
Chad.Billeb@co.marathon.wi.us

LEONHARD, LANCE

Marathon County Administrator
 500 Forest Street
 Wausau WI 54403
 715.261.1400
Lance.Leonhard@co.marathon.wi.us

STOWE, ROBIN (Sectv/Treas)

Langlade County Corporation Counsel
 800 Clermont Street, Room 102
 Antigo WI 54409
 715.627.6219(W)
Rstowe@co.langlade.wi.us

BALK, RANDY

President/CEO, Intercity State Bank
 962 Grand Ave, PO Box 560
 Schofield WI 54476
 715.359.4231 (W)
randyb@intercitystatebank.com

GIBBS, KURT (Chair)

Marathon County Board Chair
 136301 Four Mile Road
 Marathon WI 54448
 715.370.7435
Kurt.Gibbs@co.marathon.wi.us

MCDUGAL, BRUCE

Langlade County Board Supervisor
 230 East North Avenue
 Antigo WI 54409
 412-719-5293
District13@co.langlade.wi.us

TICHO, GABE

Medical Staff President
 203 Laconia Street
 Amherst WI 54406
 715.848.4600
gticho@norcen.org

VACANT

Lincoln County

HAGER, DEB (Chair Elect)

Community Representative
 214730 Kirschbaum Rd
 Stratford, WI 54484
 715.316.3292
dmhager1@gmail.com

OBERBECK, DAVE

Marathon County Board Supervisor
 110 S. 36th Avenue
 Wausau, WI 54401
 715-843-5639
David.Oberbeck@co.marathon.wi.us

VACANT

Marathon County

VACANT

Lincoln County

WYLIE, CATE

Lincoln County Administrative Coordinator/Human Resources Director
 801 N. Sales Street, Suite 205
 Merrill, WI 54452
 715.539-1015 (W)
cate.wylie@co.lincoln.wi.us

2022 NCCSP Board Committees

Governance Committee

Robin Stowe
 Deb Hager
 Chad Billeb

Executive Committee

Kurt Gibbs
 Cate Wylie
 Lance Leonhard
 Robin Stowe
 Deb Hager, Chair Elect

Nursing Home Ops Committee

Kurt Gibbs

2022 Board Meeting Schedule

January 27
 3:00pm - 5:00pm

February 24
 3:00pm - 5:00pm

March 24
 3:00pm - 5:00pm

April 28
 3:00pm - 5:00pm

May 26
 Annual Meeting & Retreat
 12:00pm - 5pm

June 30
 3:00pm - 5:00pm

July 28
 3:00pm - 5:00pm

August 25
 3:00pm - 5:00pm

September 29
 3:00pm - 5:00pm

October 27
 3:00pm - 5:00pm

November
 No Meeting

December 15
 3:00pm - 5:00pm

Executive Team and Officers

Mort McBain
 Interim Executive Director
 715-848-4402
mcmcbain@norcen.org

Tom Boutain
 Chief Information Officer
 715-848-4435
tboutain@norcen.org

Jennifer Peaslee
 Corporate Compliance Officer
 715-848-4507
jpeaslee@norcen.org

Dr. Rob Gouthro
 Chief Medical Officer
 715-848-4600
rgouthro@norcen.org

Gary Olsen
 Finance Director
 715-848-4406
golsen@norcen.org

Jarret Nickel
 Chief Operating Officer
 715-848-4420
jnickel@norcen.org

Debbie Osowski
 Executive Assistant to CEO
 715-848-4405
dosowski@norcen.org

1100 Lake View Drive
 Wausau WI 54403
 715-848-4600

Crisis Services Available 24/7: 1.800.799.0122 or 715.845.4326

Section 5.3 - A nomination for each of the Board Officers shall be made by the majority agreement of the Governance Committee. The slate of Board Officers from the Governance Committee shall be presented to the Board at the annual meeting. The Chair shall also call for additional nominations from the membership of the Board at the annual meeting of the Board. Vacancies of Board Officers that occur during the year shall be filled upon nomination from the Governance Committee, additional nominations from the floor, and shall be elected by the Board as required in Section 3. Filled vacancies shall serve the remaining term of the member that they replaced.

Section 5.4 - Board Officers shall be elected by the Directors casting their written and signed ballots for each office. The nominee receiving the most votes for each office shall be elected.

Section 5.5 - The term of office of each Board Officer shall be one (1) year from the annual meeting but shall continue until a successor shall be duly elected, the officer resigns, or is terminated by the Board.

Section 5.6 - The Chair shall preside at all meetings of the Board and Executive Committee and be responsible for setting the agenda.

Section 5.7 - The Chair-Elect shall, in the absence or incapacity of the Chair, perform the duties of that Officer. The Chair-Elect shall be eligible to vote on matters of the Executive Committee in performing these duties in the absence or incapacity of the Chair

Section 5.8 - The Secretary/Treasurer shall be responsible for the minutes of the meetings of the Board and shall assure the notices of all meetings of the Board are provided as required hereunder.

Section 5.9 – The CEO, CFO and Board members shall not be eligible to serve as the Compliance Officer. The Compliance Officer shall have direct access to the Board of Directors, shall administratively report directly to the CEO, but may be terminated only by majority vote by the Board.

ARTICLE 6 - Board Procedures

Section 6.1 - The annual meeting of the Board shall be held in May at the time and place designated by the Chair.

Section 6.2 - The regular meetings of the Board will be held on the last Thursday of each month or as otherwise scheduled by the Chair.

Section 6.3 - Special meetings of the Board shall be called by the Secretary/Treasurer upon request of the Chair or on written request of one-third (1/3) of the members of the Board.

Section 6.4 - Notice of regular and special meetings of the Board shall be given at least twenty-four (24) hours before such meeting in a manner which complies with the Wisconsin Open Meetings Law.

Section 6.5 - At all meetings of the Board, the presence of eight (8) members shall constitute a quorum and action shall be taken by majority vote of members present and constituting the quorum.

Section 6.6 - The Board shall arrange for an annual audit of its finances using an independent certified public accounting firm.

Section 6.7 - The fiscal year of the Board shall be from January 1 through December 31.

Section 6.8 - All parliamentary practice in conducting the business of the meeting not herein specifically provided for shall follow "Roberts' Rules of Order (Newly Revised)."

Section 6.9 - Members shall be paid for meeting attendance and travel expenses in accord with the Board's policy.

Section 6.10 - Constructive Presence at a Meeting: A member of the Board or Committee of the Board may participate in a meeting of such Board or Committee by a videoconference, telephone or similar communication equipment, by means of which all persons participating in the meeting can hear each other at the same time, and provided that members of the public shall be able to hear all members so as to conform with the public meeting requirements of Wis. Stats. 19.83, where such meetings are required to be open to the public. All meetings of the Board that are required to be open and accessible to the public shall take place at the location indicated in the public notice issued pursuant to Wis. Stats. 19.84. Any Board member participating by telecommunications shall be responsible for making arrangements in advance to facilitate participation at the designated meeting location by arranging for speaker phone or other suitable device. Participating by means of telecommunications shall constitute presence in person at a meeting except for purposes of determining whether a quorum is present at such meeting.

ARTICLE 7 - Board Committees

Section 7.1 - The Board will have the following committees enfranchised in these Bylaws in addition to any Ad-Hoc committees created from time to time by the Chair to advise the Board:

A. Executive Committee.

- (1) As described in the Agreement, the Executive Committee shall be composed of the Chair and the three highest appointed Administrative Officials of each County, or his/her appointed designee. The CEO shall be an ex-officio, non-voting member of the Executive Committee.
- (2) The Executive Committee shall have the authority to act on behalf of the Board between board meetings in the event of an emergency requiring timely action that cannot be taken by the Board due to the circumstances. Any action taken by the Executive Committee under this provision shall be subject to ratification by the Board.
- (3) The Committee shall exercise additional retained authority as set forth in the Agreement, these Bylaws and in the Board's Policy Governance Manual.

B. Governance Committee.

- (1) The Governance Committee includes the three (3) members of the Board appointed by the Chair but shall not include the Chair.
- (2) The Governance Committee shall have the authority to develop the means necessary to help facilitate the assessment of whether the Board is functioning appropriately and effectively within the Policy Governance Manual. The Governance Committee shall coordinate the Board's recruitment and development activities in accordance with Board defined competencies.

C. Ad-Hoc Committees.

- (1) It is the intent and desire of the Board to seek broad participation from various experts from within County Stakeholders and Community Resources in order to maximize available expertise to address issues that are defined by the Board. The Board is authorized to create Ad-Hoc Committees on specific issues and to advise the Board with respect to those issues.

D. Structure and Operation of Committees

- (1) Chairperson of Committee. The Board Chair assigns the Chairperson of the Committee.
- (2) Committee Meetings. The Committee shall meet as frequently as required to fulfill its duties and responsibilities. Meetings shall be at such times and places as the Committee deems necessary to fulfill its responsibilities. The Board shall also have the authority to convene a meeting of the Committee for any purpose.
- (3) Special Committee Meetings. The Board Chair or the CEO may call a special meeting of any Committee.
- (4) Committee Agenda. The Committee will set its own general agenda based on issues that it deems to be of importance in respect to the Committee's Charter. The Board Chair may also request that an item be placed on the agenda of the Committee at a regular or a special meeting. Upon receipt of any such request, the Chairperson of the Committee shall place the requested item on the Agenda for the next regularly scheduled meeting of the Committee; provided that the issue is within the scope of the Committee's Charter. The requesting party shall be responsible for summarizing and presenting the issue. The Committee shall vote whether to take further action on the recommended agenda item. Proposed agenda items that are declined because they are not within the scope of Committee authority will be reported to the Board. Approved agenda items will be assigned for further action by the Committee. The Board of Directors of NCCSP may also direct the Committee to place any item on its agenda.
- (5) Committee Reporting. Committees shall report regularly and upon request to the Board regarding its actions and make recommendations to the Board as appropriate.