

## **NORTH CENTRAL COMMUNITY SERVICES PROGRAM EXECUTIVE COMMITTEE MEETING MINUTES**

**July 31, 2024                      1:00 p.m.                      North Central Health Care**

Present:            X        Kurt Gibbs                      X<sup>(Virtual)</sup> Renee Krueger  
                      X        Lance Leonhard                X<sup>(Virtual)</sup> Robin Stowe

Staff Present: Gary Olsen, Jason Hake, Vicki Tylka, Tom Onan

Others Present: Dejan Adzic, Deputy Corporation Counsel, Kim Heller, Wipfli

### Call to Order

- Meeting was called to order by Kurt Gibbs, Chair, at 3:00 p.m.

### Introduction of Tom Onan, Compliance Officer

- Mr. Olsen introduced Tom Onan, Compliance Officer. Mr. Onan provided an overview of his experience.

### Public Comments for Matters Appearing on the Agenda

- None

### Approval of Executive Committee Meeting Minutes

- **Motion**/second, Stowe/Leonhard, to approve the June 5, 2024 and July 9, 2024 Executive Committee meeting minutes. Motion carried.

### Presentation of 2023 Audit – Kim Heller, Wipfli

- The 2023 audit was presented and reviewed by K. Heller. Ms. Heller expressed appreciation for the staff and how well the audit process went this year.

### Approval of 2023 Audit

- **Motion**/second, Krueger/Stowe, to approve the 2023 Audit as presented. Motion carried.

### Revised Purchasing Policy

- The Board reviewed and recommended the Purchasing & Procurement Policy be approved by the Executive Committee with the additional language in Section 9 as noted.
- **Motion**/second, Leonhard/Stowe, to adopt the revised Purchasing & Procurement Policy as recommended by the Board with the additional language added in Section 9. Motion carried.

#### Approve Medical Staff Recommendation

- **Motion**/second, Stowe/Leonhard, to approve the recommendations of the Medical Staff: Initial appointments or Julie Rayburn, PA-C, Luba Kats, D.O.; Reappointments of Daniel Smith, D.O.; Amendments for Susan Brust, APNP, and Heidi Heise, APNP. Motion carried.

#### Financial and Budget Update – J. Hake

- A review of the financial statements and budget was provided by J. Hake.

#### The Joint Commission Update – V. Tylka

- An overview of The Joint Commission accreditation and survey process was provided as well as the findings, lessons learned, and action plans initiated as a result of the survey.

#### Pine Crest Nursing Home Update – G. Olsen

- A combined meeting of Lincoln County's Administrative/Legislative and Finance Committees will be held August 9 to discuss the upcoming referendum. Mr. Olsen and Mr. Hake will attend to assist the committees if requested.

#### Next Meeting Date & Time, Location and Future Agenda Item

- Request to move August 28 meeting to the first week of September was approved.

#### Adjournment

- **Motion**/second, Leonhard/Krueger, to adjourn the meeting at 2:23 p.m. Motion carried.

*Minutes prepared by Debbie Osowski, Senior Executive Assistant*