

NORTH CENTRAL COMMUNITY SERVICES PROGRAM EXECUTIVE COMMITTEE MEETING MINUTES

December 12, 2024

1:00 p.m.

North Central Health Care

Present: X_(WebEx) Kurt Gibbs X_(WebEx) Renee Krueger
X Lance Leonhard X Robin Stowe

Staff Present: Gary Olsen, Jason Hake, Vicki Tylka, Marnie Bredlau, Wendy Peterson

Others Present: Dejan Adzic, Deputy Corporation Counsel_(WebEx), Jessi Rumsey, John Zenkovich, Christa Jensen

Call to Order

- Meeting was called to order by Kurt Gibbs, Chair, at 1:00 p.m.

Public Comment for Matters Appearing on the Agenda

- None

Approval of November 20, 2024 Executive Committee Meeting Minutes

- **Motion**/second, Stowe/Leonhard, to approve the November 20, 2024 Executive Committee Meeting minutes. Motion carried.

Consider Update to the Desired Future State

- Revisions to the current Desired Future State for Community Programs were reviewed.
- **Motion**/second, Leonhard/Stowe, to approve the edits to the Desired Future State as presented. Motion carried.

Update to Director of Compliance and Quality Job Description and Set New Wage Scale for Position

- Mr. Olsen provided an overview of the proposed changes to the current Compliance Officer position to Director of Compliance and Quality. The position will again oversee compliance and quality in all community and behavioral health programs. In addition, the\is position will oversee these programs in the nursing homes.
- **Motion**/second, Krueger/Stowe, to approve the Director of Compliance and Quality job description and wage scale as presented. Motion carried.

2025 Fee Schedule

- The 2025 Fee Schedule was presented, reviewed, and discussed.
- **Motion**/second, Leonhard/Stowe, to adopt the 2025 fee schedule as presented. Motion carried.

Human Services Leadership Committee

- Members of the Human Services Leadership Committee, Vicki Tylka, Jessi Rumsey, John Zenkovich, Christa Jensen shared the year's accomplishments which emphasized an improved level of communication and collaboration between all organizations and a better understanding of the roles, responsibilities, and limitations, of each organization. The Committee will meet regularly in 2025 and continue to strengthen these partnerships.

Behavioral Health Services Update

- Medical clearance is sometimes required for individuals prior to receiving services in Crisis and Behavioral Health. It is felt an evaluation of the process for medical clearance would be beneficial to us, the two major health systems in the area, as well as our law enforcement partners.
- The Committee supports the plan to evaluate internal medical clearance. Staff understand if implementation of an internal medical clearance process is recommended, it must be presented to the Committee for formal approval prior to the addition of a new program.

Financial Update

- Due to the Committee meeting held earlier in the month, the November financials are not yet available. Committee members will receive a copy of the financials when available.

2025 Meeting Schedule Update

- No changes were made to the 2025 meeting schedule.

Evaluation Form and Criteria for the Executive Director Evaluation Process

- Last year's evaluation form was distributed (see attached). Committee members were asked to review the form and forward any requested revisions to Mr. Gibbs.
- Mr. Gibbs will compile all comments and forward the revised form to the Committee and Mr. Olsen by 12/31/2024.

Next Meeting Date & Time, Location and Future Agenda Items

- Wednesday, January 29, 2025, 1:00 p.m., NCHC Eagle Board Room

Adjournment

- **Motion**/second, Krueger/Stowe, to adjourn the meeting at 2:07 p.m. Motion carried.

Attach.

Minutes prepared by Debbie Osowski, Senior Executive Assistant