

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

July 29, 2021

3:00 p.m.

North Central Health Care

EXC	Eric Anderson	X _(phone)	Randy Balk	X	Chad Billeb
X	Ben Bliven	ABS	John Breske	X	Kurt Gibbs
X	Deb Hager	X	Lance Leonhard	ABS	Dave Oberbeck
X	Robin Stowe	X	Gabe Ticho	X	Pat Voermans
ABS	Bob Weaver	X	Cate Wylie		

Staff Present: Jarret Nickel, Tom Boutain, Dr. Rob Gouthro, Jennifer Peaslee

Others Present: Dejan Adzic, Asst. Corp. Counsel, Brian Kowalski, City Pages

Call to Order

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

Chairman's Announcements

- Chair Gibbs thanked all for attending and asked if there was any objection to move 7b out of order as counsel is unavailable later in the meeting and is available at this time. No objections noted.

Motion To Move into Closed Session

- **Motion** by Stowe, pursuant to Wis. Stat. sec. 19.85(1)(c) “considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility,” sec. 19.85(1)(e) “deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session,” and sec. 19.85(1)(g) “conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved;” to wit, to discuss status of negotiations with certain personnel and allow Board to discuss with legal counsel the terms of resolution, which is required to be maintained in confidence under Wis. Stat. § 19.356. Second by Wylie. Roll call taken; all indicated aye. Meeting convened in closed session at 3:04 p.m.
- Atty. Andrew Phillips joined meeting via conference call.

Motion To Return to Open Session

- **Motion**/second, Stowe/Bliven, to reconvene in Open Session at 3:40 p.m. Motion carried.
- **Motion**/second, Leonhard/Stowe, to receive the report from counsel that was modified with M. Loy's rebuttal and to place on file with North Central Health Care as custodian which allows NCHC to officially respond to open records requests. Discussion followed and identified that most of the Board members had not read the beforementioned report and that consideration to vote on the report should be delayed until such time that all had an opportunity to read it. Roll call vote taken with Bliven and Voermans voting against the motion.

- **Motion**/second, Leonhard/Wylie, to withdraw the above motion and move to return to closed session pursuant to Wis. Stat. sec. 19.85(1)(c) “considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility,” sec. 19.85(1)(e) “deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session,” and sec. 19.85(1)(g) “conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved;” to wit, to discuss status of negotiations with certain personnel and allow Board to discuss with legal counsel the terms of resolution, which is required to be maintained in confidence under Wis. Stat. § 19.356. Roll call vote taken; all indicated aye. Meeting convened in closed session at 3:49 p.m.
- Atty. Dejan Adzic, Asst. Corporation Counsel, was asked to remain in closed session.

Motion to Return to Open Session

- **Motion**/second, Wylie/Hager, to reconvene in open session at 4:28 p.m. Motion carried.
- **Motion**/second, Wylie/Stowe, to place the report based on review by counsel and resignation agreement on file with North Central Health Care as custodian. Motion carried.

Public Comment for Matters Appearing on the Agenda

- None

Consent Agenda and Monitoring Reports

- Executive Team members highlighted the Executive Operational Reports.
- J. Peaslee summarized the Behavioral Health Programs Recertification report.
- **Motion**/second, Leonhard/Billeb, to approve Items 4A, B, and C of the Consent Agenda. Motion carried.
- Board Policies were presented for approval. There are minimal to no changes in the policies.
- **Motion**/second, Leonhard/Ticho, to approve the Policies i.e., items 4D 1, 2, 3, 4 and 5. Motion carried.

Board Education

- Corporate Compliance Obligations of the NCCSP Board and Emerging Compliance Trends – J. Peaslee
 - Presentation included Board Fiduciary Duties, Guidelines, Overview of the Compliance Program, and Strategies for Success
- B. Bliven asked J. Peaslee if it would be beneficial for the Board if meetings would be video recorded and archived and made accessible to the public?
 - Typically, organizations will look for minutes and documents of the organization that they receive and act on as commitment to compliance. Recording meetings would be a Board decision.

Board Discussion and Action

- CEO Report and Board Work Plan – J. Nickel
 - Highlights include that there are no units at Mount View Care Center and Pine Crest Nursing Home that are on enhanced precautions. We continue to encourage vaccinations.

- Campus renovations are progressing and want to invite the Board for a tour of the new Nursing Tower prior to resident occupancy planned to begin Sept. 13. Construction for D-Wing will begin in August.
- As the Board is aware, a \$5 million grant was approved in the State budget which will help offset construction costs of the new behavioral health space on our campus. Included in the grant is a 10-year commitment to Forest, Oneida, and Vilas Counties to provide certain services. We will have the ability to define access according to the Tri-County Agreement. We are currently identifying the requirements and will then draft agreements before contacting these additional three counties.
- Dashboards and Executive Summary – J. Nickel
 - Vacancy rate continues to improve which can be attributed to the recent wage increase the Board recently approved.
 - Patient Experience YTD is above target and better than 2020. We continue to battle the effects of Covid restrictions which directly relates to life enrichment satisfaction.
 - Hospital Readmission shows 0% for June, however, due to the transition to Cerner in June, the data was not able to be captured accurately, and unfortunately this number is not correct. The June data will be corrected as the July report is completed.
 - Out of County placements saw a slight uptick in June. To date we are exceeding target and are continuing to focus on reducing diversions.
 - Direct Expense/Gross Patient Revenue escalated to 80.5% due to Cerner training and lower productivity. We anticipate July to be closer to target.
 - We had a positive net Income largely attributed to the two nursing homes receiving significant payments that were not anticipated.
 - **Motion**/second, Stowe/Voermans, to approve the June Dashboards and Executive Summary. Motion carried.
- Review Progress on the Strategic Plan – J. Nickel
 - Begins with Building Our Compelling Future.
 - Initiatives are occurring with staff promotions and internships, etc. to get into the workforce sooner.
 - Consumers are being presented with more options.
 - We are seeing State and Federal levels invest in health care and insurance to lessen administrative burdens.
 - Demand for all services is increasing especially on the behavioral health side and anticipate it will continue.
 - We are closer now bringing capital assets online. This year and next year will look to the future in growing some of the programs that were not available in the past.
 - Census has recovered since April in the nursing homes; hospitals in the area are at capacity with many having staffing challenges.
- Accept the 10 Year Financial Forecast – J. Nickel for J. Meschke
 - Target Financial Measures include:
 - Annual gross revenue growth, programs are right sized, reduce direct expense to gross revenue, achieve high productivity, maintain contingency funds, have annual income to invest in facilities, service facilities' debt, grow behavioral health services. We have seen the impact of Covid but are seeing returns come back.

- Gallagher has indicated we will see a positive renewal rate and hope to have the same offerings next year with minor increase.
 - We anticipate decreasing the reliance on contracted providers by 40% by bringing on a new psychiatrist.
 - Depreciation in 2022/23 will see a big change with Facilities coming online.
 - Will be looking at projected annual salary growth and market conditions during Covid recovery. Remote work is competition we haven't had before.
 - Our target of 90 days cash on hand is improving which can be attributed to some of the unexpected payment. The way we achieve this is to continue to manage expenses while growing revenue and right-sizing staff to realistic target. In September the Board will receive a request for action on staffing levels for the Tower and Pine Crest.
 - We are working to reduce write-off's by verifying insurance information.
- **Motion**/second, Leonhard/Voermans, to accept the June Financials. Motion carried.
 - **Motion**/second, Leonhard/Voermans, to accept the 10-Year Forecast. Motion carried.

Motion to Move into Closed Session

- **Motion** by Leonhard, Pursuant to Section 19.85(1) (c) and (f) Wis. Stats. for the purpose of considering employment and performance evaluation of any public employee over which the governmental body exercises responsibility, and preliminary consideration of specific personnel problems, which if discussed in public, would likely have a substantial adverse effect upon the reputation of any person referred to in such problems, including specific review of performance of employees and providers of service and review of procedures for providing services by Agency, to wit: Report of Investigations related to Corporate Compliance Activities and Significant Events. Second by Hager. Roll call vote taken; all indicated aye. Meeting convened in Closed Session at 5:30 p.m.

Reconvene in Open Session Immediately Following Closed and Take Action on Matters Discussed in Closed Session, If any

- **Motion**/second, Billeb/Wylie, to reconvene in Open Session at 6:00 p.m. Motion carried.
- No actions or announcements.

Board Calendar and Future Agenda Items

- Contact Chair Gibbs to include future agenda items on the Board agenda.

Adjourn

- **Motion**/second, Leonhard/Stowe, to adjourn the meeting at 6:01 p.m. Motion carried.