

## NORTH CENTRAL COMMUNITY SERVICES PROGRAM EXECUTIVE COMMITTEE MEETING MINUTES

**June 17, 2021**

**3:00 p.m.**

**Wausau Board Room**

Present:	X	Eric Anderson	X	Kurt Gibbs	X	Lance Leonhard
	X	Robin Stowe	X	Cate Wylie		

Staff Present: Jill Meschke, Jarret Nickel

Others Present: Andy Phillips, von Briesen & Roper (via phone during closed session only)

### Call to Order

- Meeting was called to order at 3:03 p.m. by Chair Gibbs.

### Public Comment

- None

### Approval of the May 20, 2021 Executive Committee Meeting Minutes

- **Motion**/second, Stowe/Leonhard, to approve the May 20, 2021 Executive Committee Meeting minutes with the addition of the following:
  - **Motion**/second, Leonhard/Stowe, to move into Open Session at 6:00 p.m.
  - **Motion**/second, Leonhard/Stowe, to adjourn the meeting at 6:00 p.m.
- Motion carried.

### Review of Draft NCCSP Board Agenda for June 24, 2021

- J. Meschke recommended several changes to the June 24 agenda as follows:
  - Adjusting for more time of the audit presentation and Comprehensive Community Services Contracted Provider Agreements
  - Move the Strategic Plan, 10-Year Financial Forecast, and Capital Improvement Budget items to the July agenda
- Chair Gibbs noted a closed session may be added to the agenda.
- **Motion**/second, Wylie/Anderson, to approve the draft agenda with noted changes. Motion carried.

### Policy Issues for Discussion and Possible Action

- Sober Living Program Expansion
  - Information had previously been shared to add a women's sober living facility in Wausau. Potential property has been identified for this facility. However, we are requesting more analysis to obtain additional clarification and potential partnerships.

- Physician Recruitment Process
  - A sub-group of our compensation committee will be established to review physician compensation and offers for recruitment (not hiring process) which will be brought to the Board for approval. Research will include contacting other like organizations in the State and private organizations to provide context on physician recruitment processes i.e., Brown County, Mendota, Winnebago, and Fond du Lac.
  - A Compensation policy is slated for review in August which will include physician compensation.

#### Operational Functions Required by Statute, Ordinance, or Resolution

- Action: Review of Compensation Provided for Interim CEO
  - J. Meschke was asked to fill the role of Interim CEO and the committee is being asked to consider additional compensation due to the increase in responsibility. HR Standard recommends a split in the difference of the two positions however, there is currently only a difference of \$10,000 between the CFO and CEO salary ranges.
  - **Motion**/second, Anderson/Stowe, to approve an additional annual amount of \$10,000 be given to J. Meschke while in the Interim CEO role effective June 17, 2021. Motion carried.

#### Education Presentations/Outcome Monitoring Reports

- CEO Report
  - When the CEO report was written 12 staff were out with symptoms or exposures related to Covid-19; today just 2 staff are out with tests pending and 0 residents testing positive.
  - A request was submitted to the State requesting each unit operate as a separate and distinct area which could avoid closing the entire nursing home for admissions during outbreak status on a unit. Unfortunately, the State denied our request.
  - The CNA requirements efforts have been tremendous with 35 new employees in orientation this week and 21 directly related to those given the increase by the Board. We now have a waiting list for CNA's and can be selective in who is hired. We have seen improvements in vacancy and turnover rates already. Anticipate improvement in budget and staffing by July.
  - We expect possession of the nursing tower by the end of July with tours for the Board and community in August. Furniture is ordered and should be in place by end of August with residents moves around Labor Day.
  - Bid opening is today for the D Wing renovations with 60+ participants anticipated for the bid opening.
- Organizational and Program Dashboards
  - Vacancy and turnover rates are seeing improvements. It was a good month for hospital readmissions. The Executive Summary is printed and available in hard copy and will be included in the Board Packet.

- May Financials
  - The Executive Management Team is making it an increased focus on financials especially in behavioral health areas.
- **Motion**/second, Stowe/Anderson, to approve the CEO Report. Motion carried.
- **Motion**/second, Leonhard/Wylie, to accept the Organizational and Program Dashboards, May Financials and Board Work Plan and move to full Board at the June meeting. Motion carried.

Consideration of a Motion to Move into Closed Session

- A. **Motion** by Anderson, 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 implementation of Board direction regarding certain personnel and otherwise legal positions and alternatives. Second by Stowe. Roll call. All ayes. Motion carried. Meeting convened in closed session at 3:32 p.m.

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

- **Motion**/second, Leonhard/Anderson, to reconvene in open session at 4:30 p.m. Motion carried.

Next Meeting Date & Time, Location, Future Agenda Items

- July 15, 2021, at 3:00 p.m., NCHC Wausau Board Room

Announcements

- No announcements.

Adjourn

- **Motion**/second, Leonhard/Stowe, to adjourn the meeting at 4:40 p.m. Motion carried.