

## NORTH CENTRAL COMMUNITY SERVICES PROGRAM EXECUTIVE COMMITTEE MEETING MINUTES

May 19, 2022

3:00 p.m.

Wausau Board Room

Present:        EXC   Kurt Gibbs                    X<sup>(WebEx)</sup> Deb Hager    X       Lance Leonhard  
                      X       Robin Stowe                    X         Cate Wylie

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

Others Present: Dejan Adzic, Marathon County Deputy Corp. Counsel

### Call to Order

- Meeting was called to order at 3:00 p.m. by L. Leonhard.

### Public Comment

- None

### Approval of March 24, 2022, April 21, 2022, April 28, 2022, and May 5, 2022 Executive Committee Minutes

- **Motion**/second, Wylie/Stowe, to approve the March 24, 2022, April 21, 2022, April 28, 2022, and May 5, 2022 Executive Committee Minutes. Motion carried.

### Operational Functions Statute, Ordinance, or Resolution

- None

### Educational Presentations/Outcome Monitoring Reports

- Executive Director Report – M. McBain
  - Gary Olsen has been hired as Finance Director and will begin May 31, 2022. He has spent a few hours meeting with staff and gathering information already in preparation for his official start.
  - One of the first priorities will be completing the 2021 WIMCR report due 7/1/2022. The report is extensive and have asked Kim Heller at Wipfli if they have resources to help us. May recommend enlisting a consultant to assist with this report. The previous report may have missed an opportunity for additional revenue, and any amendments to that report would have had to have been submitted by 3/31/2022.
  - Other priorities include completing the 2023 budget and recruitment of the Executive Director.

- Met with a couple of neighbors who had questions about our renovation project, deadlines, changes, fencing, etc. There is a monthly neighborhood meeting that J. Meadows has been attending regularly and J. Nickel providing written updates. M. McBain has offered to be a direct point of contact along with J. Meadows.
- The timeline to complete NCHC and Marathon County construction projects is scheduled through 2024.
- J. Nickel provided a brief overview of the Organizational Dashboard. Vacancy target was achieved due to turnover reduction which is a great success considering the challenging recruitment market and comparing to some of our competitors. Service and Quality areas are doing well. Out of County Placement is doing well. We continue to review data in detail for accuracy.
- April financials have been provided. B. Splinter is out of the office but will be asked to provide a review with the Board on May 26. R. Gouthro noted that an error was identified with the Adult Behavioral Health Hospital in the breakdown for each county and is being corrected. The year-to-date data is accurate.

#### NCCSP Bylaws Review

- The purpose of this agenda item is to amend the Bylaws to conform to the new Tri-County Agreement. D. Adzic noted the current Bylaws and the Policy Governance Manual are not currently consistent with the new Tri-County Agreement.
- With the new Tri-County Agreement and new structure of procedures and operation of the Executive Committee, and a change of the Board to a policy board, three options are possible: 2 sets of governing documents, one for the Executive Committee and another for the Board, one governance document to address both bodies (with different sub-sections), or no bylaws and govern according to Roberts Rules of Order.
- **Motion**/second, Wylie/Stowe, to dissolve the Amended and Restated Bylaws of North Central Community Services Program Dated May 1, 2020. Following discussion L. Leonhard, acting Chair, ruled a motion to dissolve the current Bylaws is out of order but could be acted on at a later date.
- The new Tri-County agreement calls for the Executive Committee to elect a chair at its May meeting. A meeting of the Executive Committee will be scheduled for Thurs, May 26 at 2:30 p.m. immediately preceding the next NCCSP Board meeting. At that time the Committee could also consider dissolution of the preexisting bylaws and policy governance.

#### Program Evaluation

- Executive Management Team has identified the evaluation order of programs. Number of programs for evaluation totals 62 with 33 identified as non-core. In prioritizing the 33 programs those with the least impact on the core programs will be evaluated first with core programs being evaluated last. A request to evaluate Lincoln Industries is almost complete as this was a priority request by C. Wylie and Lincoln County. There may be further prioritization changes based on county needs.
- Completing the evaluations will take time. Executive Committee expressed appreciation to the staff for the huge undertaking but that it is value added work.

### Executive Director Recruitment Update

- A recruitment plan was developed to identify a clear process for recruitment of the next Executive Director.
- Executive Director needs to understand both county and health care, understanding it may be challenging with current pay range as approved 12/16/2021.
- Length of initial advertising/recruitment will be 6 weeks.
- The following items were added to the recruitment plan:
  - Approve draft job posting – 5/26/22
  - Recruitment options: National Association of Counties (NACo), Wisconsin Counties Association (WCA), list job opening on tri-county websites

### Future agenda Items

- None noted

### Adjournment

- **Motion**/second, Stowe/Wylie, to adjourn the meeting at 4:00 p.m. Motion carried.

*Minutes prepared by Debbie Osowski, Executive Assistant to CEO*