



North Central Health Care
Person centered. Outcome focused.

OFFICIAL NOTICE AND AMENDED GENDA

Notice is hereby given that the **Executive Committee** of the **North Central Community Services Program Board** will hold a meeting at the following date, time and location shown below.

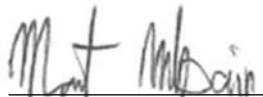
Thursday, November 3, 2022 at 1:00 PM
North Central Health Care – Wausau Board Room
1100 Lake View Drive, Wausau WI 54403

AGENDA

1. Call to Order
2. Public Comments (15 Minutes)
3. Approval of October 20, 2022 Executive Committee Meeting Minutes
4. Educational Presentations/Outcome Monitoring Reports
 - a. Executive Director Report
 - b. Compliance Reporting Process with New Tri-County Agreement
 - c. News You Can Use Articles
5. Discussion and Possible Action
 - a. Signage for Lincoln County Nursing Home – C. Wylie
 - b. Pick Up Pay: Extreme Staffing Situations – G. Olsen
6. Motion to go into Closed Session (Roll Call Vote Suggested) Pursuant to Wis. Stat. ss. 19.85(1)(c) and (e), for the purpose of “[c]onsidering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility,” to wit: Conduct Interviews for the Managing Director of Community Programs Position
7. Motion to Return to Open Session (Roll Call Vote Unnecessary) and Possible Announcements and/or Action Regarding Closed Session items
8. Next Meeting Date & Time, Location, and Future Agenda Items
 - a. Next Meeting: Thursday, November 17, 2022 in the North Central Health Care Wausau Board Room
9. Adjournment

Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the Administrative Office at 715-848-4405. For TDD telephone service call 715-845-4928.

NOTICE POSTED AT: North Central Health Care
COPY OF NOTICE DISTRIBUTED TO:
Wausau Daily Herald, Antigo Daily Journal, Tomahawk Leader,
Merrill Foto News, Langlade, Lincoln & Marathon County Clerks Offices


Presiding Officer or Designee

DATE: 10/31/2022 TIME: 2:30 PM BY: D. Osowski

NORTH CENTRAL COMMUNITY SERVICES PROGRAM EXECUTIVE COMMITTEE MEETING MINUTES

October 20, 2022

3:00 p.m.

NCHC Board Room

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

Staff Present: Mort McBain, Gary Olsen, Jarret Nickel, Jennifer Peaslee

Others Present: Dejan Adzic, Deputy Corporation Counsel, Alyssa Shriner

Call to Order

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

Public Comments

- None

Approval of October 6, 2022 Executive Committee Meeting Minutes

- **Motion**/second, Stowe/Leonhard to approve the October 6, 2022 Executive Committee meeting minutes. Motion carried.

Educational Presentations/Outcome Monitoring Reports

- Executive Director Report – M. McBain
 - At 6:15 a.m. today the last of eight Quarterly Employee Update sessions were completed. It was very helpful to connect with employees. Quarterly Employee Updates had not been held since prior to the pandemic and will be scheduled quarterly moving forward. Thanks to L. Leonhard for participating in the sessions also.
 - Monthly Managers meeting was held today and the new org chart was reviewed. The Managing Directors will hold regular meetings with their program leaders which will change the monthly managers meetings.
 - Changes in office location for some of the leaders has begun moving closer to their areas of oversight in the new org. structure.
- September Financials – G. Olsen
 - September saw a slight gain of about \$38,000 but the loss year to date is \$3.1 million. Cash on hand decreased from 27 to 22 days. We continue to work to reduce this loss.
 - On Mon, October 17 M. McBain and G. Olsen attended the Marathon County Human Resources, Finance & Property Committee meeting with Chair Gibbs. Marathon County approved a budget adjustment to give NCHC \$1.8 million in ARPA funds this year to help offset some of the losses NCHC has experienced.
 - Medicaid rates are increasing for the nursing homes. Pine Crest rates are estimated to increase by 41% and Mount View by 35%. Rates will be calculated back to July 2022. Medicaid rate for the adult hospital will increase \$500 per day effective 1/1/2023.
 - Our cost report is still under consideration. No word yet on the revised WIMCR report.
 - Several NCHC staff attended a virtual meeting with the counties for a Northern Regional Combined Directors and Financial Managers Meeting. It was very beneficial.

- We continue our hiring pause, except for direct care positions, and evaluate every vacant position before hiring.
- Budget Process – G. Olsen
 - The 2023 budget will be presented as a balanced budget. It includes an estimated increase to Medicaid rates, being fully staffed, and does not utilize one-time funding or reserves to balance the budget.
 - The 2023 budget book will look different than in prior years and will continue to evolve adding goals, comparisons, further breakdowns, etc. in future budget books.
- Schedule of Meetings through Year End – M. McBain
 - A schedule of meetings was provided for the remainder of 2022 which includes Executive Committee meetings scheduled every two weeks, and only meeting as needed and moving the October 27 Board meeting to November 17 when the 2023 Budget will be presented.

Discussion and Possible Action

- Extension of Interim Executive Director Limited Term Employment Agreement – M. McBain
 - **Motion**/second, Leonhard/Stowe, to approve the 2nd Extension of Interim Executive Director Limited Term Employment Agreement. Motion carried.
- Expansion of Services in Langlade County – R. Stowe
 - Langlade County has determined they would like to add services in their county such as Outpatient AODA Day Treatment, Intensive Outpatient Programming, and/or Targeted Case Management, and understands they would need to fully fund additional services. It is also understood that difficulties in recruiting is a significant concern.
 - Once Langlade County submits a formal request and plan, it is understood that the Executive Committee would need to approve the addition of services that NCHC is being requested to provide, and make sure it is sustainable.
 - It was recommended the Committee define the core services of the three counties including direct and shared services as well as the funding of services. This would also include how the three counties can support each other in providing these services. The new Managing Director of Community Programs will play a key role in developing these services.
- Weekend Warrior Program – J. Nickel
 - A plan to combat the current challenges with recruiting and retaining nursing staff (RN, LPN, CNA) in nursing homes and hospitals due to the strains of the Covid-19 pandemic, while remaining fiscally responsible, is being presented in a proposed new program called the Weekend Warrior Program. Implementation of the program would begin now to assist with the upcoming holiday season.
 - Generally, the attraction to agency staffing is that of a higher wage and no benefits which is what this plan allows. Individuals are not allowed to be scheduled to work more than an average of 30 hours per pay period in a rolling 52-week year.
 - **Motion**/second, Leonhard/Stowe, to approve the implementation of the program as described. The Committee felt this is an excellent option and may need to be considered in other departments. Motion carried.
- Interview Committee for Managing Director of Community Programs – M. McBain
 - Executive Committee agreed to assist with the interview process of the Managing Director of Community Programs. (The posting closes on Friday, October 28.)

- Disposition of Donated Funds for Clubhouse – M. McBain
 - NCHC received approximately \$21,000 in funds donated specifically for Community Corner Clubhouse. The former manager of the Clubhouse is hopeful to organize a 501c3 for like services that former clients of Clubhouse could attend. NCHC would like to hold these designated donated funds for one year and turn the funds over to the new program if it gets organized by then.
 - According to legal counsel, a county government can donate to another governmental entity or to a 501c3 which provides for the same purpose. Funds must remain in the county.
 - Losses for Clubhouse for 2022 total \$76,000; legal counsel indicated the designated funds for Clubhouse could also be used to help cover these operating losses.
 - No motion is required, however, the Committee agreed that the \$21,000 in designated donated funds for Clubhouse be used to help cover the 2022 operating loss of that program with the understanding that if the former Clubhouse manager presents the documentation for a 501c3 program of similar services as Clubhouse, that NCHC will consider providing the new program with \$21,000 as originally stated.
- Nursing Home Bed Licensure – J. Nickel
 - The 2017 Master Facility Plan for Mount View Care Center (MVCC) was initially designed for 172 skilled nursing beds. Over these last five years of construction and with the changes in long term care due to the Covid-19 pandemic, the need for skilled nursing beds has decreased. Currently MVCC has 188 licensed beds and of those 34 beds were placed in reserve which we were not required to pay bed tax on during the construction process. As of October 26, 2022, these 34 beds come out of reserve and a bed tax of \$170 per bed per month will need to be paid. Also, we must physically show all licensed beds which would require us to reduce the number of single occupancy rooms and increase the number of double occupancy rooms.
 - L. Leonhard recommended this request be brought before the Health & Human Services Committee and Marathon County Board in November for consideration and approval.

Closed Session

- **Motion**/second, Stowe/Leonhard, to go into Closed Session Pursuant to Wis. Stat. ss. 19.85(1)(c) and (e), for the purpose of considering employment or compensation of any public employee over which the governmental body has jurisdiction or exercises responsibility, and for the purpose of conducting other specified public business, whenever competitive reasons require a closed session, to wit: Organizational Structure and Evaluation of Certain Positions/Incumbents within NCHC and Recruitment Strategy for Managing Director of Community Programs and Executive Director. Roll call vote taken all indicating aye. Motion carried.
- Meeting convened in closed session at 4:43 p.m.

Return to Open Session and Possible Announcements and/or Action Regarding Closed Session Items

- **Motion**/second, Stowe/Leonhard, to return to open session at 5:11 p.m. Motion carried.
- No announcements or action occurred on closed session items.

Adjournment

- **Motion**/second, Stowe/Leonhard, to adjourn the meeting at 5:12 p.m. Motion carried.



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To: Executive Committee
From: Gary D. Olsen, MPA, Finance Director
Date: October 27, 2022
RE: Extreme Staffing Situations

We are requesting that the following language be added to the Compensation Policy in regard to extreme staffing situations:

Double Pick Up Pay: Extreme Staffing Situations:

Program and/or Managing Directors have the ability to double pick up pay when the program is faced with high vacancy rates causing lost revenue or potential regulatory issues with the quality of care being provided. It is understood that the Program and/or Managing Director is responsible for the expenses of the program even when enacting double pick up pay. Double pick up pay should be used for defined periods of time to not exceed one month per approval, salaried employees are not eligible for double pick up pay at any time.

Exempt or Salaried Employees Pick Up Pay Eligibility:

During high vacancy rates or call off periods it may be expected that a salaried or exempt staff pick up a shift in a multiple shift program and as a result of having to pick up these new duties above and beyond their normal duties NCHC offers the following Pick Up Pay scale. Salaried employees will not be granted any “time back” if pick up pay is received.

Hours Picked Up (Per Pay Period):	Pick Up Pay Received for Salaried Employees:
12 to 15.99 Hours	\$50.00
16 to 23.99 Hours	\$100.00
24+ Hours	\$150.00

Salaried employees are not allowed to average more than 39 hours of pick up pay per pay period in a rolling 52-week period.

Exempt or Salaried Physicians Assistants and Nurse Practitioners who fill vacant shifts on weekends will receive their equivalent hourly pay for the time they are in the hospital. They will then receive the equivalent of one hour of pay for the remainder on call time for that day. When a holiday shift is filled the time will be paid at time and a half.

The reason for this change is due to the fact that some of our programs are severely understaffed and staff are having to work extra hours in mandatory programs. These incentives would be enacted to help with staffing issues. It is more cost effective to utilize these proposals than to utilize agency or locum staff.

The Exempt or Salaried Employees Pick-Up Pay Eligibility section was reviewed by Dejan Adzic, Deputy Corporation Counsel.

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