

NORTH CENTRAL COMMUNITY SERVICES PROGRAM EXECUTIVE COMMITTEE MEETING MINUTES

November 17, 2022

3:00 p.m.

NCHC Board Room

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

Staff Present: Mort McBain, Gary Olsen

Others Present: Dejan Adzic, Deputy Corporation Counsel, Stacey Morache, Alison Leahy (WebEx), John Robinson (WebEx)

Call to Order

- Meeting was called to order by L. Leonhard in the absence of K. Gibbs, Chair.

Public Comments

- There were no public comments.

Minutes of November 3 and 8, 2022 Executive Committee Meetings

- **Motion**/second, Stowe/Krueger, to approve the minutes of the November 3 and 8, 2022 Executive Committee Meetings. Motion carried.

Executive Director Report – M. McBain

- Several North Central Community Services Program Board members have terms expiring the end of December 2022. Executive Committee asked M. McBain to contact those members to inquire if they wish to be reappointed to the Board and provide an update to the Committee in December.
- A list of tentative meeting dates and times for the Executive Committee and Board for the first quarter of 2023 was provided with the assumption that the Committee will continue to meet bi-weekly and the Board monthly. Committee will discuss frequency of meetings at its December meeting.

Contract Extension for Interim Executive Director

- A contract extension for the Interim Executive Director was presented.
- **Motion**/second, Stowe/Krueger, to recommend extending the current contract to December 31, 2022 with modification to the last paragraph to read ‘December 31, 2022. Motion carried.

Presentation of the 2023 Budget – G. Olsen

- G. Olsen came on board May 31, 2022 with a priority of developing the 2023 budget. After several iterations, and with the assistance of the entire management staff, a balanced budget is being presented. Next year the process will be within the stated timeline according to the Tri-County Agreement. It was noted that each of the three counties has approved their 2023 budget already with approved tax levy contributions for North Central Health Care which have been incorporated into this budget.

- A high-level overview of the 2023 budget was provided to the Committee. An in-depth review of the budget will be provided to the Board immediately following this meeting. Highlights included:
 - County appropriations for 2023 are just over \$6 million and shown on page 13 of the budget document. Overall, county appropriations have decreased since 2017. An exception to this was when NCHC and Lincoln County entered into a management agreement of Pine Crest Nursing Home which added \$440,000.
 - Medicaid reimbursement recently increased (effective 7/1/2022), Marathon County is assisting NCHC by providing ARPA funds to help offset the deficit incurred by increased costs related to the COVID-19 pandemic and covering the debt repayment for 2022. NCHC is also working with Marathon County on an agreement/promissory note for repayment of the debt which will be completed by January 31, 2023.
 - The 2023 budget book is color coordinated based on the new organizational chart indicating the community programs in orange, community living and nursing home programs in green, and support programs in blue.
 - Program managers have had extensive input this year and have been involved in identifying both revenue and expenses.
 - Next year's budget will have a breakdown of account balances by counties for year end.
 - The 2023 budget has been balanced with a conservative approach when estimating revenue and does not include one-time grant opportunities. The budget is also based on 100% staffing and the programs that the Board discontinued this year have been removed from the 2023 budget. We are working on a reduction in costs of transportation. Pages 25-80 provides a description of each program.
 - A comparison to the 2022 budget is included on page 23.
 - In total, this is an \$87 million budget. We believe this is a realistic balanced budget with room to grow and pay back Marathon County as originally intended.
 - G. Olsen expressed accolades to the management staff and who did not complain when asked to do the budget three times; staff were engaged and are willing and excited to own their budgets next year. It is an indication of the high level of employees at NCHC, how much they care, and their dedication to those we serve.
 - The keys to a successful 2023 are in the new organizational structure and continually evaluating each program to keep them in the positive. Managing Directors are already focused on our community services, meeting with providers, and looking to improve revenue.
 - A budget calendar will be developed for next year with the budget process complete by 8/1/2023 and presented to the three counties by the 9/1 deadline.
- Committee expressed appreciation for the effort of G. Olsen and all the staff. They also appreciated the conservative approach to the budget, and the intent to rebuild fund balances that have had to be depleted over the previous two years.
- **Motion**/second, Stowe/Krueger, to approve the 2023 NCHC budget as presented. G. Olsen confirmed that the 2023 budget does not include one-time funds or reserves to balance. Motion carried.

Closed Session

- **Motion**/second, Stowe/Krueger, to move 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 Executive Director. L. Leonhard noted that Marathon County has started the practice of allowing Board members to remain in closed session if the Executive Committee would like to follow this practice. Roll call vote taken. All indicated aye. Meeting convened in closed session at 3:43 p.m. with A. Leahy and S. Morache in attendance.

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

- **Motion**/second, Stowe/Krueger, to return to open session at 4:00 p.m. Motion carried.

Adjournment

- **Motion**/second, Stowe/Krueger, to adjourn the meeting at 4:02 p.m. Motion carried.

Minutes prepared by Debbie Osowski, Executive Assistant to CEO