

NORTH CENTRAL COMMUNITY SERVICES PROGRAM EXECUTIVE COMMITTEE MEETING MINUTES

December 1, 2022

3:00 p.m.

NCHC Board Room

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

Staff Present: Mort McBain, Gary Olsen

Call to Order

- At the request of Chair Gibbs, the meeting was called to order at 3:02 p.m. by L. Leonhard.

Public Comments

- There were no public comments.

Minutes of November 17, 2022 Executive Committee Meetings

- **Motion**/second, Stowe/Krueger, to approve the minutes of the November 17, 2022 Executive Committee meeting. Motion carried.

Executive Director Report – M. McBain

- A contract with Vicki Tylka was signed yesterday to fill the new position of Managing Director of Community Programs starting January 3, 2023.
- Staff are available to attend meetings in December with each of the three counties to present and review the 2023 budget that was approved by the Executive Committee and NCCSP Board November 17, 2022.
- An updated schedule through first quarter of 2023 for the weekly NCHC News You Can Use newsletter was provided. L. Leonhard agreed to submit an article for the week of 12/19 as a representative of the Executive Committee.

October Financials – G. Olsen

- October showed a loss of \$732,000. The nursing homes contributed to about half of the loss mostly due to payer mix. Youth and adult hospitals remain in the negative. Aquatic services shut down November 1 due to needed repairs from the initial construction. We have contracted with the YMCA to use their pool for several of our programs during this shut down. Anticipate the pool to reopen January 3.
- Monthly meetings will begin in January with each of the revenue generating programs to stay on top of their budgets. Meetings with non-revenue generated programs will be held quarterly.
- The State informed us recently that we should have our updated rates early next week for Mount View. We hope to have the rates for Pine Crest and the vent unit soon also. The increase in rates will be retroactive to July 1, 2022.
- Aspirus finalized a 3-year contract with Anthem Blue Cross Blue Shield which saves us approximately \$170,000 of revenue per month. The contract also includes a 7.5% increase in our favor.

- Our census has been consistently lower than target. We have been meeting regularly with managers to address this and increase census. Lack of staffing continues to add to the challenges; however, we received grant money to use as a signing bonus which we hope will help attract new staff. The Medicaid rates increasing to \$2,000/day will also help.
- Depreciation is included in financials this year for both nursing homes. Next year the depreciation will not be included in the monthly financials and then applied at year end.

Recruitment Plan for Executive Director – M. McBain

- The first recruitment process included a 6–8-week window resulting in receiving 25 interested applicants but concluded with a declined offer, recruitment efforts were paused after recognizing the need for a review of the organizational structure. With the updated organizational structure in place, and the position of Managing Director of Community Programs filled, the suggestion is made to proceed with a targeted recruitment process thereby shortening the potential length of the process. Targeted recruitment would include a review of previous applications to determine if there is continued interest. M. McBain is aware of two individuals who have interest in the position, and both are very strong candidates.
- Following discussion of the overall recruitment schedule, the Committee agreed to the following:
 - Immediately circulate the Executive Director job description to Executive Committee for feedback
 - 12/5-18 - Post Executive Director Position
 - 12/19 – Executive Committee Evaluate Applications
 - 12/22 – Executive Committee Conduct Interviews

Discussion and Possible Action

- Northcentral Technical College Foundation Request for CNA Scholarship – M. McBain
 - The Northcentral Technical College Foundation is requesting donations toward a scholarship fund for students in the Nursing Assistant (CNA) program at NTC.
 - This could be a successful tool in recruiting students into the program and potentially assist NCHC in the staffing shortage that ultimately impacts admissions.
 - Committee expressed interest in the opportunity to be involved in this scholarship opportunity and requested M. McBain to ask legal counsel to evaluate whether NCHC is able to participate or if this would be an opportunity better suited for the North Central Health Foundation.
- NCCSP Board Terms – M. McBain
 - Under the new Tri-County Agreement L. Leonhard, by virtue of his position of County Administrator, is automatically appointed to the NCCSP Board. Reappointment of K. Gibbs will be included in the December Marathon County Board meeting.
 - Dr. Ticho is stepping down as the president of Medical Staff, and therefore is no longer a member of the NCCSP Board.
 - Two vacancies are needing to be filled for Marathon County and one for Lincoln County. L. Leonhard and R. Krueger will bring this to the attention of their respective county board chairmen.

- NCCSP Board and Committee 2023 Meeting Calendar – M. McBain
 - A tentative meeting scheduled for the first quarter of 2023 was reviewed.
 - Committee agreed to continue to meet every 2 weeks through the first quarter and the Board to meet monthly.
 - It was recommended the Committee and Board members continue to familiarize themselves with the Tri-County Agreement, the role of the Board, and functioning as the voice of the community to determine priorities i.e., requests for enhanced CART program and case management services.
 - With the anticipated recruitment process being finalized and the NCCSP Board and Executive Committee becoming more familiar with their roles, the committee will re-evaluate meeting frequency for the remainder of the year at the end in March.

Next Meeting Date & Time, Location and Future Agenda Items

- Next meeting scheduled for Thursday, December 15 at 3:00 p.m. and as determined in this meeting, additional meetings are expected December 19th and 22nd.
- Langlade County has submitted a request for consideration and will be added to a future agenda at the Chairman's discretion.

Adjournment

- **Motion**/second, Stowe/Krueger, to adjourn the meeting at 4:07 p.m. Motion carried.

Minutes prepared by Debbie Osowski, Executive Assistant to CEO