

NORTH CENTRAL COMMUNITY SERVICES PROGRAM EXECUTIVE COMMITTEE MEETING MINUTES

March 2, 2023

1:00 p.m.

Wausau Board Room

Present:	X	Kurt Gibbs	X	Renee Krueger
	X	Lance Leonhard	X	Robin Stowe

Staff: Gary Olsen, Jason Hake, Jarret Nickel, Jennifer Peaslee, Nic Lotzer

Others: Dejan Adzic, Deputy Corporation Counsel

Call to Order

- Meeting was called to order at 1:00 p.m. by Chair Gibbs.

Public Comments

- There were no public comments.

Executive Director Report – G. Olsen

- Management staff received excellent education and training today regarding open records by Dejan Adzic, Deputy Corporation Counsel. Being a governmental organization staff need to understand open records laws. Staff have had the option of using a NCHC provided cell phone or their personal phone to conduct NCHC business. Following today's training, we anticipate an increase in the number of NCHC cell phones for staff. CCITC is able to archive data on NCHC provided cell phones in the event it is needed for a records request.
- Request has been sent to Lincoln County asking to cover Pine Crest Nursing Home losses. A request will also be sent to L. Leonhard for Marathon County's consideration to cover losses of Mount View Care Center.

Information Regarding 4th Floor of Mount View Care Center Being a Dedicated Dementia Unit - J. Nickel

- The 4th floor of Mount View Care Center nursing tower (32 beds) is currently vacant. This floor had been designated originally for rehab beds. Since COVID, there has been a significant shift indicating rehab isn't as great a need as anticipated but the demand has increased for dementia care and that demand is anticipated to continue.
- Dementia care is a unique skill of NCHC in which NCHC has received awards for its dementia program. With recent Medicaid increases, it also makes dementia care a financial possibility to explore. Memory care has a higher private pay ratio versus long term care.
- We are exploring the possibility to reallocate the 4th floor for dementia population as we anticipate we will have a consistent and stable census and revenue with the ability to fill 16 beds with current staff. There would be need to add one life enrichment aide to provide additional programming. Staff are excited about the possibility as this is what they do best.
- We continue to explore different phases of how this would work. No action needed.
- Southern Reflections, the south end of the 2nd floor of 'old' Mount View is currently being renovated for a dementia care unit anticipating completion in a couple of months. With these changes, the number of dementia beds would increase from 57 to 92 and allowing us to maintain 18 rehab beds.

- Medical providers should be positively impacted by this change as dementia patients are more difficult to place. Communication to staff and Marathon County Health & Human Services Committee will begin next week.

Releasing Specified Donated Funds to Granite House – G. Olsen

- As you will recall, Mike Frankel, former manager of Community Corner Clubhouse (CCC), is in the process of establishing a similar program called Granite House, LLC. Donated funds in the amount of \$20,000 for CCC were promised to be held for one year for the purpose of helping establish a similar program. It is our understanding that M. Frankel is in the process of establishing a 501c3 for the Granite House, LLC and has requested the use of the donated funds. A contract is being developed for the purpose of dispensing these funds.
- **Motion**/second, Leonhard/Krueger, to authorize the Executive Director to proceed with the development and execution of a contract for services with Granite House, LLC that provides for expenditure of disbursement of previously received donated funds. Motion carried.

2023 Wage Scale – G. Olsen/N. Lotzer

- The 2023 Wage Scale has been reviewed by the Compensation Committee and with management staff. Challenges of managing the current compensation structure includes hiring within the step scale based on experience, follow-up, and eligibility to move to next step. The goal was to have a system easier to manage for years to come and with room for growth for staff. A market analysis was completed which resulted in changes to some midpoint pay grades. Also, the methodology of going to 125 for the maximum rate gives us 4-5 years before needing to do another market study. Our hiring methodology between minimum and mid-point will not change. Management Staff will not see movement on this proposed scale. We are looking at a COLA for those who do not move with this scale, but not for management staff. With the 16% increase in cost of health insurance that staff experienced this year, we hope this will help soften that a bit.
- **Motion**/second, Leonhard/Krueger, to approve the pay scale implementation of pay grades 1-27 leaving the other paygrades at current maximums and to revisit the wage scale before the end of 2023. Motion carried.

Closed Session

- **Motion**/second, Krueger/Stowe, to go into Closed Session (Roll Call Vote Suggested) Pursuant to Wis. Stat. ss. 19.85(1)(c), 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: Adjusting pay grades for specific management level employees. Motion includes allowing J. Hake, D. Adzic, and G. Olsen to remain in closed session. Roll call taken. All indicated aye. Motion carried. Meeting convened in closed session at 2:31 p.m.

Return to Open Session Immediately Following Closed Session and Take Action on Matters Discussed in Closed Session

- **Motion**/second, Leonhard/Stowe, to return to open session at 2:45 p.m. Motion carried.
- **Motion**/second, Leonhard/Stowe, to amend the Compensation Plan to place the Compliance Officer at pay grade 92 and afford the Executive Director the ability to place the individual where he feels appropriate in the wage scale. Motion carried.

Adjourn

- **Motion**/second, Krueger/Stowe, to adjourn the meeting at 2:20 p.m. Motion carried.