

NORTH CENTRAL COMMUNITY SERVICES PROGRAM EXECUTIVE COMMITTEE MEETING MINUTES

April 19, 2023

2:00 p.m.

Wausau Board Room

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

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

Others: Stacey Morache

Call to Order

- Meeting was called to order by Chair Gibbs at 2:03 p.m.

Approval of Executive Committee Meeting Minutes

- **Motion**/second, Stowe/Krueger, to approve the February 22, March 2, and March 17, 2023 Executive Committee meeting minutes. Motion carried.

Executive Director Report – G. Olsen

- Bissell Street Group Home recently experienced flooding in the basement which resulted in residents temporarily moving to the Heather Street Group Home. The State approved a temporary license with the stipulation that the residents return to Bissell Street within four months. We were informed the cleanup has been completed so we are in the process of determining when the residents can move back.
- As previously noted in a communication to the Committee, Jarret Nickel resigned. With this vacancy, we want to evaluate the role of this position, and have asked a consultant to return to assist the senior leadership team in reviewing the future state for NCHC before proceeding to fill the vacancy.
- Also, as the committee is aware, an employee passed away unexpectedly this past weekend, Dakota Brown. She was a high school student working in the dietary department at Pine Crest Nursing Home. We are doing everything we can to support the employees, offering assistance with therapists, employee assistance, and whatever else is needed.

July 19 Executive Committee Meeting – G. Olsen

- G. Olsen noted a conflict in his schedule for the July 19 meeting of the Executive Committee. The Committee agreed to change the meeting to July 27, 2023 at 2:00 p.m.

Financial Update – J. Hake

- Year to date through March, service programs had a net income of \$582,000. Cost of out of county placements in adult and youth hospitals were unfavorable year to date by \$322,000. Staff are closely monitoring all out of county placements.

- The self-funded health insurance is doing very well showing \$612,000 to the good.
- Cash on hand is at 50 days through March which is up from 37 days in February.
- As a reminder, our financial statement does not include depreciation. All depreciation has been removed from the statements but we need to make debt payment for Pine Crest. Pine Crest is close to break even if depreciation is included. We are working on the best way to distribute depreciation for a more accurate representation on our financial statements.
- We continue to work with Lincoln County making sure we are showing an accurate financial picture of Pine Crest Nursing Home as the Ad Hoc Committee reviews the current and future state of the nursing home.
- Langlade County saw losses in the behavioral health programs due to staff vacancies resulting in less billable revenue received.

2024 Budget Update – J. Hake

- We are working on a 5-year capital improvement plan while working on a capital plan for 2024. We are on schedule for the 2024 budget timeline.
- We are moving up the timeline for reviewing health insurance costs so more accurate information can be included in the budget.
- Decisions made on the future of Pine Crest Nursing Home could have a budgetary impact; we are watching this closely.
- The major challenges from the transition in the billing system have been ironed out and continue to work on a few small items. It is a significant improvement from the prior system. Write-offs have returned to normal levels. Staff hours were high but have declined substantially.

Discussion and Approval of 2023 Wage Scale for Salaried Employees – G. Olsen

- The proposed 2023 wage scale adjustments for salaried employees only was presented to the Committee. Not all salaried employees are management level. Adjustments and cost of living adjustment (COLA) were placed on hold for salaried employees and will only be implemented if the financial status of the organization will allow. There are approximately 120 salaried employees (60 management and 60 non-management).
- The Committee previously approved the 2023 wage scale for hourly employees which has now been implemented along with an average 3% COLA.
- Proposed changes address some compression that has occurred with management level staff and their employees and allows a few years of growth before some positions meet the maximum level. Non-management salaried employees would also receive a COLA. Management level COLA is yet to be determined and will depend on our financial situation. No senior leader will receive a salary adjustment this year. The Compensation Manual is being updated and will include any adjustments to the senior leadership team which will first come to the Executive Committee for approval.
- The 2023 budget has been approved which includes compensation increases. The action today is only to approve the proposed salary grid to work within the approved budget.
- **Motion**/second, Leonhard/Stowe, to approve the 2023 salary schedule as presented for salaried employees. Motion carried

Update and Possible Action Regarding Pine Crest Nursing Home Ad Hoc Committee and Any Action Taken at the April 18, 2023 Lincoln County Board Meeting – G. Olsen

- Lincoln County Board met yesterday and reviewed each potential option for the nursing home from the Ad Hoc Committee's review. Of the many options, three were identified for possible consideration by the Board. They are: continue to operate with North Central Health Care managing the operations, sell the nursing home, take to referendum. The Board will continue to discuss these options at their May 16 meeting with the potential to take action at that time.
- The Management Agreement of Pine Crest Nursing Home currently ends in 2024. We have a good partnership with Lincoln County and have provided, and will continue to provide, them with information and assistance as they review the nursing home operations. We have also been meeting with Pine Crest staff regularly to keep them informed of these discussions.
- NCHC will continue to work with Lincoln County as they continue to weigh each option. We will also begin planning for potential outcomes in each scenario.

Closed Session

- **Motion**/second, Leonhard/Stowe, to go into Closed Session (Roll Call Vote Suggested) Pursuant to Wis. Stat. ss. 19.85(1)(c)(e) and (f), 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”, “preliminary consideration of specific personnel problems or investigation of charges against specific persons,” and “deliberating or conducting other specified public business” where competitive and bargaining reasons require a closed session to wit: Update on Investigative Matters Concerning NCHC Employees and Discuss Program Specific Personnel Issues and Concerns, Discuss Demotion, Resignation, and/or Promotion of Certain Personnel, and Discuss Long Term Program Direction and Strategy Where Competitive and Bargaining Reasons Require Closed Session.
- Roll call vote taken; all indicated aye. Committee agreed that G. Olsen, J. Hake, V. Tylka, and J. Peaslee remain in closed session. Motion carried. Committee convened in closed session at 2:58 p.m.
- **Motion**/second, Stowe/Leonhard, to return to open session at 3:55 p.m. Motion carried.
- No announcement or action needed from closed session.

Next Meeting Date & Time, Location, and Future Agenda Items

- Next meeting: Wed, May 17, at 1:00 p.m. at North Central Health Care Wausau Board Room.

Adjourn

- **Motion**/second, Stowe/Leonhard, to adjourn the meeting at 4:05 p.m. Motion carried.