

NORTH CENTRAL COMMUNITY SERVICES PROGRAM EXECUTIVE COMMITTEE MEETING MINUTES

July 30, 2025

1:00 p.m.

North Central Health Care

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

Staff Present: Gary Olsen, Jason Hake, Marnie Bredlau, Patrice Lanning

Others Present: Dejan Adzic, Marathon County Deputy Corporation Counsel

Guests: Kim Heller, Wipfli; PJ Gast, Gallagher

Call to Order

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

Public Comment for Matters Appearing on the Agenda

- None

Approval of June 26, 2025 and June 30, 2025 Executive Committee Meeting Minutes

- **Motion**/second, Stowe/Leonhard, to approve the June 26 and June 30, 2025 Executive Committee meeting minutes. Motion carried.

2024 Audit Presentation

- The audit for the year ending December 31, 2024 was presented and reviewed by Kim Heller, Wipfli.

2026 Health Insurance Forecasting Presentation – Arthur J. Gallagher & Co.

- A year over year comparison and a renewal projection for 2026 was provided by PJ Anast, Arthur J. Gallagher & Co.

Financial Update

- Mr. Hake provided an overview of financials for the month of June which continues to be consistent with what has been seen to date. Health insurance is also doing well year to date. A review of the dashboard indicates that income is driven by census which coincides with the higher census in the hospitals and crisis stabilization programs.

Executive Director Work Plan Update

- The Executive Director work plan will be updated each month and included in the packet. Much of the last month has been spent working with Ensign and Lincoln County with the sale of Pine Crest Nursing Home which is on track to transition 8/1/2025.

Crisis Urgent Care and Observation Facility (CUCOF) Grant Update

- The most recent information received is that there is no immediate timeline to submit an application. Clarification on several items is needed before moving forward. We learned that other counties are looking for additional clarification also before submitting their applications.

Approval of 2024 Audit

- **Motion**/second, Leonhard/Stowe, to accept the 2024 audited financials by our audit partner, Wipfli, and place them on file. Motion carried.

Set 2026 Budget Revenue & Expenses Guidelines

- The guidelines include items previously discussed with the Committee with the following recommendations:
 - Census - Authorize NCHC to budget using the 2026 Proposed Budget census, while providing the flexibility to increase census levels as needed up to the 2026 proposed maximum census.
 - County Appropriations - Remove tax levy from individual programs and allocate by county between Wis. Stat. 51.42/.437 and nursing home.
 - Salary Structure Adjustment - North Central Health Care recommends a 1.25% increase to salary grade midpoints, resulting in a 3.0% overall salary budget increase for 2026.
 - Health Insurance - TBD
 - Crisis Billing - Bill only Medicaid for all services provided through our Crisis Line. This change would ensure no individual receives a personal invoice for utilizing these essential crisis services.
- **Motion**/second, Leonhard/Stowe, that we direct staff to build the budget using the census numbers provided in the document generated by staff with the flexibility to increase census up to the 2026 proposed maximum as required to balance the budget, also removing the tax levy from the budget for individual programs and allocate them by county on the basis of 51.42 and the nursing home separately, with respect to salaries, recommend a 1.25% increase to the grid midpoints and that would then result also with funding of a step increase and the overall 3 % salary budget increase for 2026, and that we discontinue the billing for crisis except for billing via Medicaid as permitted, and use 10% for the increase to health insurance. Motion carried.

New Position Requests

- Mr. Hake reviewed the following three new position requests for 2025 as explained in detail in the memos included in the meeting packet: Payment Poster, Environmental Health & Safety Specialist, and Supervisor of Security.
- **Motion**/second, Leonhard/Krueger, to approve the collective reorganization and new position requests and amend the 2025 budget as appropriate. Motion carried.

New Position Requests for 2026 Budget

- Mr. Hake reviewed the request for an additional housekeeping position specific to Aquatics for the 2026 budget as explained in detail in the memo included in the packet.
- **Motion**/second, Stowe/Krueger, to approve the creation of the one new position for housekeeping in the 2026 budget. Motion carried.

Exception to PTO Payouts

- Per our policy we do not pay out paid time off (PTO) to terminating employees with less than one year in seniority and for any employees with hours over a specified maximum. There are 24 Pine Crest employees that this impacts (23 employees with less than one year and 1 employee over the maximum PTO limit). The cost of paying out these PTO hours is roughly \$16,000 which would be covered, and has been approved, by Lincoln County. Ms. Krueger confirmed that Lincoln County would like to provide the PTO payout as described.
- This request is for Pine Crest Nursing Home employees only and is related specifically to the sale of Pine Crest. NCHC provided a similar PTO payout when NCHC transitioned out of the residential program in 2023.
- Mr. Adzic, legal counsel, stated that the only precedent being set is specific to occurring when a program is being closed or transitioned from NCHC, and no other precedent is being set regarding payout of PTO.
- **Motion**/second, Stowe/Leonhard, to approve the exception to PTO payout on a non-precedential basis to do right by those employees with less than one year of employment and the one employee over the maximum PTO limit, and as approved by Lincoln County to cover the cost of the payout. Motion carried.

Complaints & Grievances Policy

- It is recommended that the Complaints & Grievances Policy (for clients/residents) is an internal policy which would be more appropriate under the direct oversight and approval of the Compliance Committee and since the Compliance Committee reports to the Executive Committee.
- **Motion**/second, Stowe/Krueger, to approve moving the Complaints & Grievances Policy under the Compliance Committee. Motion carried.

Recommendation of Medical Staff

- **Motion**/second, Krueger/Leonhard, to approve the recommendations of the Medical Staff for Joshua Shupe, MD, James Billings, MD, and Bret Stysly, MD. Motion carried.

Next Meeting Date & Time, Location and Future Agenda Items

- Wednesday, August 27, 2025, 1:00 p.m., NCHC Eagle Board Room

Adjournment

- **Motion**/second, Leonhard/Krueger, to adjourn the meeting at 2:51 p.m. Motion carried.