

# **NORTH CENTRAL COMMUNITY SERVICES PROGRAM BOARD EXECUTIVE COMMITTEE MEETING MINUTES**

**July 15, 2014**

**10:30 AM**

**NCHC – Wausau Campus**

PRESENT: Ron Nye, Bob Weaver, Lee Olkowski, Laura Scudiere

ALSO PRESENT: Gary Bezucha

## **AGENDA:**

1. The meeting was called to order by Ron Nye at 10:35 AM and a quorum was noted.
2. Minutes of 6/10/14 and 6/16/14 meetings of the Executive Committee: moved for approval by Lee Olkowski, seconded by Laura Scudiere and approved unanimously without corrections.
3. CEO Report:
  - a. Nursing home census continues to lag below target at 20-21. Vent unit census remains strong.
  - b. Nursing home renovation project: Angus/Young architects have initiated the conceptual design process. Will be finalizing decision on owner's representative within the next few weeks to take to NHOC for approval at August meeting.
  - c. Residential AODA Program: We are considering an alternative approach to providing a residential AODA program that could be implemented during the current year within existing space. Would involve use of CBRF as residential facility with daily programming taking place in OP area.
  - d. Employee Health Insurance Risk Pool: Will be bringing a request for proposals to the board at the August meeting for action to support going forward with this project.
4. Information System Conversion: Continuing to see very slow progress in implementation of the new system. Billing remains a concern as we have been doing manual work-arounds to keep billing current. Have engaged a consultant from Berry-Dunn to render an opinion of what measures could be taken to expedite resolution of problems related to the system conversion.
5. Budget Development: Key priorities for 2105 budget:
  - a. Information technology: we will need to invest more in this area to have sufficient resources to operate effectively.
  - b. Marketing and Outreach: Revenue growth will be key in 2015 and investment in outreach efforts to promote business with insured clients will be critical.
  - c. Overhead Reduction: Will need to look at a variety of strategies to reduce overhead
  - d. Human Resources Restructuring: We need to structure HR to be successful.
  - e. Strategic Planning; Will need to budget sufficient resources to engage in a formal strategic planning process.
6. Items to be included on July 31, 2014 NCCSP Board agenda:
  - a. Marketing plan
  - b. Update on pre-vocational services
  - c. Update on Marathon County task forces: (Governance and Facility Planning)
7. The meeting was adjourned at 11:20 AM.