

**NORTH CENTRAL COMMUNITY SERVICES PROGRAM
FINANCE, PERSONNEL & PROPERTY COMMITTEE
MEETING MINUTES**

February 28, 2013 11:30 a.m. Westwood Center, Wausau

Present:

X Lee Olkowski X Robert Weaver X John Robinson
X Ron Nye

Also present: Gary Bezucha, Brenda Glodowski, Debbie Osowski

The meeting was opened at 11:35 a.m. Roll call was taken and a quorum declared.

Minutes

Motion Robinson, 2nd Weaver, to approve the minutes of the 1/31/13 meeting. Motion carried.

Financials – January

- A small loss in January due to lower volumes throughout the organization. This was anticipated for outpatient areas with contributing factors such as flu season and inclement weather.
- Nursing home census throughout the area is down according to feedback from Lori Koeppe.
- February volumes are coming up although the hospital is down slightly.
- Expenses are down throughout January with departments closely monitoring budgets. We are off target by \$7400 for January which was better than anticipated.
- Security Health Insurance is behind in processing payments due to a change in their payment system.
- We continue to experience the same situation with the VA.
- We anticipate being caught up during the first half of the year.

Motion Olkowski, 2nd Robinson to approve the January financial statements. Motion carried.

CFO Report

- Nothing significant in write-offs for January.
- A question was raised on our investment policy regarding the word ‘custodian’ for handling investments.
 - The audit firm didn’t care for the wording but in their opinion it was acceptable because of this committee’s oversight. However, the audit firm suggested we may want to consider having an investment advisor review our portfolio once a year.

- The committee felt this warranted further discussion on whether this would provide greater protection on investment practices with regard to the additional costs for this advisor. This item will be included on an agenda for a future meeting.
- The employee incentive program is on track.
 - We were able to capture more funding at the end of the year than originally anticipated.
- The audit report will be provided at next month's meeting.
 - The onsite audit review was scheduled for a week but it was completed in 3 ½ days and overall went very well.
- Full implementation of the new electronic medical record system has been extended to January 2014.
- Financials will be running on dual systems this year with revenues being recorded on the old system and expenses on the new system.

Future Agendas

- Follow-up on investment custodian
- Audit report

Motion Olkowski, 2nd Robinson to adjourn. Motion carried. Meeting adjourned at 11:55 a.m.

dko