

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

March 28, 2013      11:30 a.m.      NCHC – Wausau Campus

Present:

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

Also present: Gary Bezucha, Brenda Glodowski, Paula Hawkins, Kim Heller

The meeting was opened at 11:30 a.m. Roll call was taken and a quorum declared.

Minutes

- **Motion** Olkowski, 2<sup>nd</sup> Weaver, to approve the minutes of the 2/28/13 Finance, Personnel & Property Committee meeting. Motion carried.

Financials

- Revenue volumes picked up in February. Hospital census averaged 8; Outpatient picked up but is still under targets.
- Nursing home remained consistent with the prior month, averaging a census of 240; target is 242. Medicare averaged 31 per day.
- The hospital is now admitting for the detox population since mid-March, so inpatient volumes are increasing. The CBRF has also been seeing a high census.
- Expenses are down; we continue to manage them to offset reduced revenue. Health insurance went down.
- We are ahead of budget year-to-date of just over \$266,000.
- **Motion** Weaver, 2<sup>nd</sup> Olkowski, to approve the February financials. Motion carried.
- We had a low month for write-offs.
- We have received significant payments in March from the VA; they are close to being current. We also have received some large payments from Security.

CFO Report

- We are completing the audit.
- Our A/R is at or below benchmarks, which is a milestone for us, and is noted in the audit report (summary note on page 5).
- There is nothing on a schedule of unadjusted variance in the audit, which is significant. It also shows that the monthly reports to the Finance Committee and Board maintain accurate information.
- Our internal controls are good.

- The annual audit is a collaborative effort between the Wipfli team and the NCHC team. The onsite audit used to be two weeks; they were only here three and a half days this year.

The meeting continued, joint with the full board for the audit presentation.

#### Annual Audit

- Kim Heller, Wipfli, presented the audit to a joint meeting of the Finance, Personnel & Property Committee and the full NCCSP Board.
- The unadjusted schedule difference threshold was set at \$17,000, for reporting out. There were no items to be reported.
- The audit process went very well. The auditors get much high quality assistance from Brenda, Kim and their staff. There is significant communication between the auditors and NCHC staff during the year, which has resulted in a significant reduction in Wipfli staff time being onsite during the audit.
- It was a positive year from a financial perspective.
- The key area that will impact us, as it will all health care providers, is Health Care Reform. Reduced reimbursement rates will also continue to have an impact.
- **Motion** Weaver, 2<sup>nd</sup> Olkowski, to accept the 2012 audit, and recommend approval to the board. Motion carried.

**Motion** Olkowski, 2<sup>nd</sup> Weaver, to adjourn the Finance, Personnel & Property Committee meeting at 1:45 p.m. Motion carried.

*Pdh*