

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

August 28, 2014

11:00 a.m.

NCHC – Wausau Campus

Present:

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

Also present: Gary Bezucha, Brenda Glodowski, Paula Hawkins

The meeting was called to order, roll call taken, and a quorum noted.

Minutes

**Motion**/second Nye/Zriny to approve the minutes of the 7/31/14 meeting. Motion carried.

Financials

- July showed a loss just over \$46,000; target was a loss of just under \$50,000.
- We lost some ground since the end of June.
- Year-to-date we show an overall gain of just over \$68,000.
- Hospital census dropped in July, averaging 12.
- Nursing home census averaged 215; target is 225. Medicare averaged 17; target is 30  
As of yesterday census was 210, however, Medicare average was up to 20.
- Overall expenses are below targets. Several open positions in overhead areas remain open.
- IT costs are going up as a percentage of costs, but it is industry wide. Committee suggestion to benchmark IT costs.
- Benefits are staying well below budget.
- State institutes is running over budget. We are reviewing this area carefully to reduce these expenses and bring it back in line.
- **Motion**/second Zriny/Nye to approve the July financials. Motion carried.

CFO Report

- We are doing test files for billing on the TIER system through August, and have been approved to submit billings.
- We have a commitment from the vendor that all billing will be up and running by September 8<sup>th</sup>.
- 835 – a billing format – electronic submission to auto apply to accounts. It will be a big time saver when it is working.
- We’ve had some success with payments being received.
- Cash is lower because of a slow A/R, in addition to reduced volume.

- We are continuing with revenue reviews, reviewing clinician billable hours. We are finding some clinicians are behind on documentation, which means a charge is not generated.
- The state's proposed reduction in reimbursement in the vent unit has been dropped.

#### Budget Planning

- Assumptions as of this very preliminary budget were reviewed.
- There has been training of staff regarding the Case Mix Index, which should help increase Medicaid reimbursement.
- Some concern expressed with targeting nursing home census at 215; it was felt to be too high.
- We have expectations with some programs that they operate within available funding.
- We are looking at the potential of going to a self-funding workmen's comp.
- We are looking at environmental areas and their efficiencies.
- We had planned to bring a final budget to the board in September. This is a difficult budget year, so we are proposing bringing a proposed final budget to Finance in September, but to hold off going to the full Board until October.

#### Deferred Reports

The two agenda items, "report on CCCW revenue: and "report on county levy distribution" will be deferred until the September meeting, due to a lack of time.

#### Future Meeting Agendas

- Report on CCCW revenue (deferred from this meeting).
- Report on county levy distribution (deferred from this meeting).
- Discuss request for stipends for 2017; will help with commitments.
- Discussion on split of Marathon County tax levy between NH and mental health program.

**Motion**/second Robinson/Zriny to adjourn at 12:06 PM. Motion carried.

*Pdh*