

NORTH CENTRAL COMMUNITY SERVICES PROGRAM BOARD MEETING MINUTES

April 27, 2017

12:00 p.m.

North Central Health Care-Wausau

Present:

X	Randy Balk	EXC	Steve Benson	EXC	Ben Bliven
X	Jean Burgener	ABS	Holly Matucheski	EXC	Bill Metter
X	Bill Miller	X	Corrie Norrbom	X	Greta Rusch
X	Rick Seefeldt	X	Robin Stowe	X	Bob Weaver
X	Theresa Wetzsteon	X	Jeff Zriny		

Also Present: Michael Loy, Brenda Glodowski, Kim Gochanour, Sue Matis, Laura Scudiere, Sheila Zblewski, Lance Leonhard, John Fisher

Guests: Nancy Bergstrom, Dr. Anne Dibala

Call to Order

The meeting was called to order at 12:03 p.m. by Chair Zriny; guests welcomed.

Public Comment for Matters Appearing on the Agenda

No public comments made.

Introduction

Dr. Anne Dibala was welcomed and introduced. She joined North Central Health Care April 10, 2017 as the Medical Director for the Behavioral health Services and will be the Inpatient Physician.

Presentation on Employee Compensation Policy and Plan Administration – Sue Matis

- The Retained County Authority (RCA) Committee has asked for a policy on Employee Compensation. RCA will review the policy approximately every five years and the CEO compensation annually.
- Management brings the proposal to the Board for approval and will then be presented to the RCA.
- Comparable data was collected in the immediate market area in both governmental and private sectors. Significant wage information is also gathered from applicants.
- Performance-based pay adjustments are used for all employees including Executives.

Chairman's Report and Announcements – J. Zriny

- The Executive Committee will be meeting today in Joint Session with the RCA to discuss the CEO selection process.

Approval of 3/30/17 NCCSP Board Meeting Minutes

- **Motion**/second, Burgener/Weaver to approve the NCCSP Board Minutes of 3/30/17. Motion carried.

Executive Committee Report – J. Zriny

- Looking to schedule a Board Retreat by mid-June.

Finance, Personnel & Property Committee Report – B. Weaver

- At the 3/30/17 meeting the committee toured the pharmacy.
- Medicare census in the nursing home for March is down. Overall, performance of organization is good; first quarter is on target.
- March financials showed a gain of just over \$84,000. There was a slight dip in revenues but expenses were down overall also. Health insurance costs were high for March however, year to date we are under our overall target. Through March showing a gain of just below \$408,000. Both nursing home and hospital are ahead of targets.
- **Motion**/second, Balk/Miller, to accept the March financials. Motion carried.

Nursing Home Operations Committee Report – J. Burgener

- In the process of conducting Director of Nursing interviews.
- An overview of the operational analysis and strategic plan for the nursing home, the overall staffing issues and trends in skilled nursing programs, and a review the 2006 TMG report for the Mount View Care Center Committee meeting was provided.
- We anticipate a positive change in our Star Rating, from 3 to 4 due to the removal of a citation. Change should occur by September.

Quality Committee Report – M. Loy

- Dashboard scores are either at or above target. There has been a lot of positive movement around patient experience.
- **Motion**/second, Weaver/Miller, to accept the Quality Dashboard as presented. Motion carried.

Medical Staff Credentialing – M. Loy

- **Motion**/second, Norrbom/Rusch, to approve the appointment of Richard Immler, M.D. and Jennifer Saul, M.D. as recommended by the Medical Staff. Motion carried.

Consider Conflict Resolution Agreement for Referral to County Administrations – Policy on Compliance

Complaints Received by Counties – M. Loy

- CEO was asked to develop conflict resolution protocol for the three counties to ensure a standard process for investigation and resolution of concerns.
- Suggestion made to add definitions to the Policy from a compliance standpoint. Provide any additional feedback to M. Loy.
- Action was deferred. M. Loy will work with three counties to obtain input and return to the NCCSP Board with a final document for action.

Review Scope of Master Plan Request for Proposals and Amend the 2017 NCCSP Capital Budget for the Facility Master Plan in an Amount Not to Exceed \$175,000 – M. Loy

- Waiting for Marathon County to provide direction on the future of NCHC i.e. pool, nursing home, etc. There is no master plan for core programs at this time which makes it difficult to commit to designing the campus when you don't know what core community services will be provided. We can't meet community needs without addressing bricks and mortar restraints.

- \$250,000 has been set aside for the renovation of Behavioral Health Services. A request is being presented to use \$175,000 of that amount to develop a Master Facility Plan for the entire campus.
- **Motion**/second, Norrbom/Weaver, to approve amending the capital budget and utilize \$175,000 of the dollars set aside for BHS renovation for the development of a Master Facility Plan. Motion carried.

Consideration of Approval of the Employee Compensation Policy as a NCCSP Board Policy

- **Motion**/carried, Weaver/Rusch, to approve the Employee Compensation Policy as previously presented. Motion carried.

Retained County Authority committee Update – M. Loy

- M. Loy reviewed the upcoming agenda for the RCA and asked for any questions or overview of the items.

CEO Work Plan Update and Report – M. Loy

- An updated CEO work plan is included in the Board Packet.
- Continue to work to schedule a Board Retreat.
- May's meeting will include a review of the 2016 Annual Report.
- We are meeting weekly to prepare for the start of the Psychiatry Residency Program June 26.
- There is a change in leadership of the Senior Executive-Quality and Clinical Compliance and Board members are to see M. Loy with any questions.

CLOSED SESSION

- **Motion**/second, Burgener/Stowe, to move into Closed Session for a Report by Legal counsel – Investigation of Quality and Compliance Issues Pursuant to Wis. Stats. 146.38 for Consideration of Information Acquired to Help Improve the Quality of Health Care and to Avoid Improper Utilization of Services of Health Care Providers. Roll call taken. All indicated 'Aye'. Motion carried unanimously.
- **Motion**/second, Miller/Stowe to come out of closed session. Motion carried unanimously.

Reconvene into Open Session to Take Action o Closed Session Items, If Necessary

- No action from Closed Session needed.

Discussion of Future Agenda Items for Board Consideration or Committee Assignment

- None

Adjourn

- **Motion**/second, Seefeldt/Rusch, to adjourn the meeting at 2:07 p.m. Motion carried.

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