

## NORTH CENTRAL COMMUNITY SERVICES PROGRAM BOARD MEETING MINUTES

**October 26, 2017**

**12:00 p.m.**

**North Central Health Care-Wausau**

**Present:**

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

Also Present: Michael Loy, Brenda Glodowski, Sue Matis, Laura Scudiere, Kim Gochanour, Sheila Zblewski, Nancy Bergstrom, Ken Day

Call to Order

- The meeting was called to order at 12:03 p.m.

Public Comment for Matters Appearing on the Agenda

- No public comments made.

Approval of 9/28/17 NCCSP Board Meeting Minutes

- **Motion**/second, Metter/Rusch, to approve the 9/28/17 NCCSP Board Meeting Minutes. Motion carried.

Chairman's Report – J. Zriny

- CEO recruitment process has ended. Recommendation for CEO will be discussed in Closed Session.

Board Committee Minutes and Report

- No reports

CEO Appointment

- **Motion** by Burgener to go into CLOSED SESSION pursuant to 19.85(1)(c) for purposes of considering employment of a specific candidate for CEO and taking action regarding appointment of such candidate in fulfillment of the duties and obligations of the Board as set forth in Wis. Stats. 51.42(5)4. Second by Metter. Roll call taken. All aye. Non-board members left the meeting.
- **Motion**/second, Metter/Stowe, to reconvene in open session. Motion carried. Non-board members returned to the meeting.
- Resolution Appointing the Chief Executive Officer: **Motion**/second, Weaver/Norrbom, to modify the resolution by removing all but the last four paragraphs and inserting Michael Loy's name as the Chief Executive Officer. Motion carried 9 to 1 with Bill Miller opposed.

### CEO Work Plan Review and Report – M. Loy

- M. Loy thanked the Board for the opportunity in being appointed the CEO.
- Fundraising is in full progress for the pool project with pledges nearing \$1 million to date. Individual pledge campaign will begin next week. A project fund will be set up at the Community Foundation. The goal is for the whole community to get involved.
- Master Facility Planning work has begun. Site tours have been completed throughout Wisconsin with the architect and Facilities and Capital Maintenance. Onsite visits coming in the next several weeks. Hope to have a presentation in January.
- Capital Plan Project Updates: Completed boiler project in the nursing home. HVAC replacement on the main building is nearing completion.
- 2018 Work Plan and overall objectives will be reviewed at the next Board meeting.
- The Marathon County Board Finance Committee, in consideration of the 2018 budget, amended our tax levy from \$1.7 to \$1.5 million creating an unbalanced budget. We had already built in reductions and revenue projections recommended by CLA which cannot be completed unless building renovations are done.

### Monitoring Reports

- Finance, Personnel & Property – B. Glodowski  
September showed a loss of \$152,795. For September the revenues met targets. Hospital census averaged 16 while the nursing home census dropped slightly to 184. Outpatient areas remain consistent. Revenues exceeded target and expenses are over budget by \$152,000. The two areas that were impacted were health insurance and state institutes. Overall we are showing a positive bottom line year to date with just under target at \$892,000.

We have contracted with the Wipfli for the upcoming audit. Preliminary discussion has occurred, several new team members have been added, and they will be onsite at the end of Nov. to get familiar with the organization. If there is a particular area the Board wants to review please contact B. Glodowski who will pass along the request to the auditors.

**Motion**/second, Weaver/Stowe, to accept the September Financial Statements. Motion carried.

- Human Services Operations – L. Scudiere  
Adult Day Services (ADS) moved to the former ADRC space. Medically Monitored Treatment (MMT) is gathering the certification documentation for the expansion of their program and will move to the former ADS space. Community Treatment is starting the hiring process for more staff in anticipation of a major growth in the coming year. Meetings are being held with Langlade and Marathon Counties about starting a Day Treatment and Intensive Outpatient Program (IOP), and meetings will begin with Lincoln County to discuss their criminal justice related needs.

A team meets regularly on how to best to collect and relay requested information to the RCA.

The Crisis Assessment Response Team (CART) is on target to begin January 1 in Marathon County.

- Nursing Home Operations Report – K. Gochanour  
Handout was provided on the MEGA Rule. Mount View Care Center is busy and preparing for the annual survey. November 28, 2017 the new survey process goes into effect. It is the single largest overhaul of the nursing home regulations since 1991. We anticipate an intense process with a greater potential for more citations but at a lower level. Much of the process includes perception and is very subjective. Additional changes will continue over the next few years.

The Mount View Care Center Committee (MVCC) continues to review three options for the future of the nursing home. The three options are: renovation of the building, selling or leasing the nursing to another outside provider, get out of the nursing home business and sell as commercial property. The consultant, CLA, is recommending renovation with the implementation of operational efficiencies in place. It was noted that Pinecrest in Merrill recently opened a special care unit with all 20 beds full plus a waiting list and their Rehab Unit will open soon and they anticipate the same result. It was suggested that the MVCC visit and tour Pinecrest.

- Quality – M. Loy  
The Quality Dashboard and Executive Summary showed that measures have either stayed in range or improved. **Motion**/second, Burgener/Metter, to accept the Quality Dashboard and Executive Summary. Motion carried.

#### Board Discussion and Action – M. Loy

- The Medical Staff reviewed the appointments for all physicians indicated. One amendment was made for Chandra Shekar, MD who was only approved until 12/31/17 with all other appointments approved for two years. Medical Staff is recommending the Board approve the appointments as noted. **Motion**/second, Stowe/Burgener to approve the appointments as recommended. Generally three levels of privileges are considered: active, provisional, and courtesy (occasional). Before they are able to practice they must be credentialed and privileged under NCHC. Medical Staff also completes general performance reviews. Motion carried.

R. Balk joined the Board Meeting at 1:08 p.m.\*

#### Policy Development

- Consideration of NCCSP Board End Statements for Adoption
  - With Policy Governance the Board moves into leading the organization through the achievement of Board approved End Statements and corresponding Board Policies. The people we serve rely on the Board to represent the community by selecting the CEO, giving direction, and setting expectations on what the organization produces.
  - To judge the effectiveness of the organization the Board determines how we ensure progress is made and the organization is producing what is expected by policy.
  - **Motion**/second, Stowe/Burgener, to adopt the End Statements. Motion carried.

- Policy Governance Next Steps
  - Articulate the relationship between the Board and CEO.
  - Determine monitoring mechanisms i.e. set limitations of CEO, identify expectations of the CEO.
  - Executive Committee to review best practices from other agencies and make recommendations to the Board. Amendments can be made at any time.
  - Determine if/when Committees of the Board are established i.e. as needed for delegated function of the Board. Examples would be for CEO performance evaluation, in-depth review of a specific program, etc.
  - Board Bylaws will need to be amended with the change to Policy Governance.
  - M. Loy and K. Day will work together on identifying limitations as a starting point for Board discussion and development.

Discussion of Future Agenda Items for Board Consideration or Committee Assignment

- None

Adjourn

- **Motion**/second, Rusch/Metter, to adjourn the Board meeting at 1:31 p.m. Motion carried.

*Minutes prepared by Debbie Osowski, Executive Assistant*