

**NORTH CENTRAL COMMUNITY SERVICES PROGRAM BOARD  
EXECUTIVE COMMITTEE**

**January 12, 2017**

**4:00 PM**

**North Central Health Care – Board Room**

Present: X Jeff Zriny EXC Jean Burgener  
X via phone Robin Stowe X Bob Weaver

Chairman Zriny called the meeting to order at 4:00 p.m.

Public comment for Matters Appearing on the Agenda

- No public comment(s) made.

ACTION: Approval of 12/8/16 Executive Committee Meeting Minutes

- **Motion**/second, Weaver/Stowe, to approve the 12/8/16 Executive Committee meeting minutes; motion passed 3-0.

CEO Report

- Dr. Dibala is expected to arrive late February to early March. We are currently working towards a signed employment agreement while awaiting licensure confirmation. Finding coverage for the Inpatient Unit continues to be a struggle, however, we have nearly all dates covered until Dr. Dibala's arrival.
- Medical Staff Executive Committee routinely completes provider reviews. One full-time tele-psychiatrist is not being recommended for renewal which is within their oversight.
- Sue Matis has accepted the position of regular full-time Human Resources Executive effective 1/1/17. We have also hired a new Executive of IT. We have determined we need a different level of expertise and background and have been working closely with CCIT with this individual on a temporary basis over the last few months and have determined to make this position permanent.
- Update on Tri-County Contract Implementation and Work Plan: We are waiting for RCA assignments from Marathon County. Several questions regarding the RCA have been forwarded to the corporation counsel of each county:
  - What is the authority of the RCA? Who owns the liability if action is taken? Believe it is NCHC rather than exposing counties to potential liability.
  - Marathon County potentially might take the position that all NCCSP Board members will need appointments/reappointments under the new agreement, not just for those whose terms have expired in 2016. We believe only the expiring terms should be considered.
  - Will include a report out on the transition/work plan as a new agenda item.
  - In the new agreement it states the RCA will select an audit firm on an annual basis. NCHC had already retained an auditor for the 2016 audit report which is anticipated to be completed in February/March. R. Stowe suggested the position really is that the RCA would be looking at the 2017 audit.

- CEO recruitment is anticipated to wait until after the nursing home review.
- Updates to the NCCSP Bylaws will be needed based on the new agreement.
- Conflict Resolution Policy
  - New agreement indicates the CEO will create a Conflict Resolution Policy with the three counties which includes a process of reporting and handling issues in an effort to avoid additional county board member involvement. Would like assistance with this item from the RCA.
- Legal Expenses
  - For 2016 \$100,000 was budgeted for legal expenses and anticipate expenses could reach as high as three to four times that amount for the year.
  - Suggestion is to consider adding legal counsel staff to NCHC. It is felt this would be beneficial due to the size of organization, the number of statutes we must adhere to, the number and variety of issues that arise i.e. care, citations, employment, and would also have the ability to improve overall compliance, and manage legal expenses more closely. This would not completely eliminate legal expenses with an outside firm.
  - Committee requested a justification for this addition including a year to year comparison be provided to the Finance Committee and Board for further discussion.
- Facilities & Capital Management Transition Update
  - Regular meetings are being held with the Facilities & Capital Management Team to work through any issues.
- Facility Master Planning
  - An overall master plan considering the strategic integration and location of all programs including how we can best use this space over the next 40-50 years is needed. It is anticipated expansion of services is possible due to changes in operational cost and an investment into the facility. This type of project would potentially need all three county boards to approve. Additional information will be provided as planning progresses.
  - It is felt that businesses cannot operate without access to capital; a huge hurdle for NCHC is the process with the county. NCHC's ability to borrow money should be reviewed.
- Nursing Home Management Agreement Review
  - Currently NCHC is responsible for managing the nursing home. Will need to have an active role in supporting the nursing home study, and if we will continue with managing it, we must identify what we need to be successful.
  - Moving forward we will be providing completely separate financials between the human services operations and the nursing home to have a clear picture.
- Feel vision, mission, and values would be beneficial to review at a future board meeting.

#### Agenda for 1/26/17 Board Meeting

1. Tri-County Agreement Implementation and Work Plan Update
2. Nursing Home Management Agreement
3. Possible Update(s) to NCCSP Bylaws
4. Overview Conflict Resolution Policy
5. Provide handouts/copies of new Tri-County Agreement

#### Discussion and Future Agenda Items for Board Consideration or Committee Assignment

- Warm Water Works is requesting to speak with the Board in early 2017.
- Pool did not do well financially in 2016 due to the inability to hire a physical therapist as a result of not knowing the status of the pool. Board should determine if it is interested in operating and managing the pool without an investment.
- NCHC has been delegated to manage several services and programs but that doesn't mean we have to continue i.e. nursing home, pool, demand transportation. We are tasked with community services program and must look at what is best for NCHC as an organization and may consider managing other programs under identified conditions including not distracting from focusing on other services.

**Motion**/second, Weaver/Stowe, to adjourn the Executive Committee meeting at 4:58 p.m.

*dko*