

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

July 13, 2017 4:00 PM North Central Health Care – Board Room

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

Others present: Michael Loy, Sue Matis

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 6/8/17 and 6/28/17 Executive Committee Meeting Minutes

- **Motion**/second, Burgener/Weaver, to approve the 6/8/17 and 6/28/17 Executive Committee meeting minutes; motion passed 3-0.

Policy Governance Review and Next Steps

- Committee members felt the Board Retreat went very well and are looking forward to seeing how it develops.
- Meetings will be held with Ken Day to prepare for upcoming Policy Governance education sessions for the Board. Mr. Day will be facilitating these educational sessions moving forward. The plan is to include 60-90 minutes at each Board meeting.

Finalize CEO Recruitment Materials for Retained County Authority Committee (RCA)

- The CEO Job description has been revised following the Committee discussion on 6/28 and will be provided to L. Leonhard, Chair of RCA, for the next RCA meeting July 18.
- The 7/18 RCA agenda will also include a review of performance standards, the audit RFP, and the compensation plan for the NCHC organization that was reviewed on 6/28.
- In regard to the CEO Search, the Committee agrees that they are not in favor of pursuing a national search for CEO. The current Interim CEO has been in the position for 18 months and has done an outstanding job evidenced by the positive turnaround in the organization. The RCA noted recently that they would like the CEO selection to be completed by March of 2018. The Executive Committee believes it will not be beneficial for NCHC to pursue a national search and delay the appointment until 2018. J. Zriny drafted a document regarding the CEO search plan stating the position of this Committee. Following review, the Committee agreed that this document will be attached to the revised CEO Job description and provided to L. Leonhard, Chair of the RCA for inclusion in the next meeting packet.
- A major hurdle before moving forward with the selection of CEO is agreeing on whether the position is a CEO of a complex health care organization or a department head of the county. The outcome will be directly reflected in the level of compensation for the position and ultimately the caliber of applicants for the position.

- The compensation plan for the entire organization must be agreed upon before any recruitment can take place.
- We will provide the RCA with our vision and what is needed to be successful. We can help determine the outcomes both short term and long term. The RCA is ultimately responsible for the outcomes of their decisions if they modify NCCSP Board's proposal.
- **Motion**/second, Burgener/Weaver, to accept the CEO Search document. Committee expressed concern about the potential for turnover at the executive level with the uncertainty and delays in this process and that the Board should be prepared. Motion carried. J. Zriny will provide L. Leonhard with the CEO search document and CEO Job description for inclusion in the next RCA meeting packet. M. Loy will provide the NCHC Compensation Plan to L. Leonhard also.

CEO Report

- Psychiatry Residency Program – Dr. Amy Butterworth began this week. With two physicians on the inpatient unit to support the residency program expect expenses for inpatient to be above budget. We are working on leveraging every revenue source to help with these additional expenses. Will also look at remodeling the unit to add office space for the doctors.
- Dr. Krall has been invited to the August Board meeting to provide an update. Hopefully one of the residents will be able to attend too.
- Dr. Immler has provided extensive coverage for us on the inpatient unit while we had been searching for a new Medical Director. He has also provided valuable insight and feedback and has indicated how well Dr. Dibala is doing.
- June financials show the 51.42 services with a positive variance and the nursing home down a bit. We are still confident we can close the gap on the budgeted deficit in the nursing home.
- At the end of June Wipfli completed a revenue cycle analysis for behavioral health services. It was felt there are opportunities for a better process from enrollment to payment. Some recommendations we are able to implement immediately.
- A plan to renovate the behavioral unit to streamline services is being developed. This will allow for better efficiencies and is estimated to free up operational costs which will repay the costs of the renovation quickly. A report will be provided by the end of the year.
- It is consistent when consultants come in, including those from Wipfli that we receive remarks about the compassion and commitment individuals have at NCHC to those we serve. NCHC has great staff and resources that others recognize and wanted the Committee to be aware.

Agenda for 7/27/17 Board Meeting

- Policy Governance Discussion facilitated by Ken Day
- Crisis/Behavioral Health Update - Matt Barnes
- Nursing home consultant report overview
- Case update
- Update on CEO selection/recruitment

Motion/second, Burgener/Weaver to adjourn. 4:56 p.m. Motion carried.

dko