

NORTH CENTRAL COMMUNITY SERVICES PROGRAM BOARD EXECUTIVE COMMITTEE

October 12, 2017 1:30 PM

North Central Health Care – Juniper Room

Present: X Jeff Zriny X Jean Burgener
X Via Robin Stowe X Bob Weaver
video

Others present: Michael Loy, Sue Matis, Michael Loy, Ken Day

Chairman Zriny called the meeting to order at 1:30 p.m.

Public Comment for Matters Appearing on the Agenda

- No public comment(s) made.

ACTION: Approval of 9/20/17 Executive Committee Meeting Minutes

- **Motion**/second, Burgener/Weaver, to approve the Executive Committee meeting minutes; motion passed 4-0.

CEO Report

- Offers have been extended to two psychiatrists to join the organization. Responses may not be received for several months as they are interviewing at multiple locations.
- Currently three open recruitments are in progress.
- A psychiatrist currently under contract will be released from his contract due a violation of his agreement.
- Working on the Master Facility Planning for next year; making site visits next week; 2018 on schedule.
- Adult Day Services is moving their program 10/13/17 into the space vacated by ADRC.
- Process is underway to recertify the Medically Monitored Treatment (MMT) program including an expansion.
- Working with Executive Team on operationalizing the 2018 Budget Plan.

Policy Governance Next Steps – Final Draft End Statements – K. Day

- End Statements are the items identified for the organization to accomplish within the mission statement; high level items to measure and monitor based on the end statements. End Statements should be reviewed annually but updated if significant changes in the organization occur during the year. These are outcomes to judge organization and CEO on.
- **Motion**/second, Weaver/Burgener, to recommend the attached End Statements to the Board for approval. Motion carried.

Agenda for 10/26/17 Board Meeting – M. Loy

- Continued Progress Toward Policy Governance:
 - Develop a Policy Governance Manual: Include Board Bylaws, standardized Board agenda, annual calendar, etc.
 - Amend Bylaws i.e. remove existing committee structure; Executive Committee will meet to conduct the CEO evaluation and as needed. Other committees may be created as determined by the Board for specific and deliberate purposes.
 - The role of the Board will be different under Policy Governance i.e. more detailed discussion of finances at Board level rather than Committee level; however, the Board will focus on overall objectives, expectations and goals and hold the CEO accountable for the day to day operations.
 - The roles of the Board and the RCA will be reviewed for additional clarification.
 - It was suggested to provide an Executive Summary in advance of the Board meeting with the expectation that each member review the information prior to the meeting; discussion would revolve around any questions of the summary rather than a review of the full report.
 - All Board policies need to be reviewed annually; 1-2 policies would be reviewed each month.
 - It was agreed to begin integrating the new agenda format into the meetings and provide an index of the Policy Governance Manual to help understand the change in concept.

Agenda for 10/26/17 Board Meeting

- Policy Governance
- CEO Selection
- Medical Staff Privileging

Motion to go Into Closed Session

- **Motion**/second, Burgener/Weaver, to go into closed session pursuant to §19.85 (1)(c) Wis. Stats. for the purpose of considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility, to wit: CEO Selection. Roll call taken: Stowe, aye; Zriny, aye; Burgener, aye; Weaver, aye. Motion carried. Michael Loy and Ken Day left the meeting.

Reconvene to Open Session and Report Out and Possible Action on Closed Session Item(s)

- **Motion**/second, Weaver/Burgener, to move out of closed session. Stowe, aye; Zriny, aye; Burgener, aye; Weaver, aye. Motion carried. Meeting convened in Open Session at 2:45 p.m.
- Executive Committee will recommend Michael Loy to be appointed as CEO at the October 26, 2017 Board Meeting. The terms of the employment agreement to be negotiated.

Motion/second, Burgener/Weaver, to adjourn the Executive Committee meeting at 2:49 p.m. Motion carried.

dko

NCCSP Board Policy Statements – Board Draft for October Board Meeting

People

Individuals served by North Central Health Care will have excellent outcomes as a result of a stable, highly qualified and competent staff who take pride in their work and the organization.

North Central Health Care will be an employer of choice with a strong caring culture, fostering a learning environment, providing careers with opportunities for growth and development , and ensuring a best practices focus.

Service

We exceed our Consumer and referral source expectations and satisfaction as a result of our readiness, clarity of communication, and superb ability to follow through.

Quality

North Central Health Care meets or exceeds established regulatory requirements and best practice guidelines. We are a leader in our ability to assess and develop a comprehensive treatment plan, deliver excellent services and measure outcomes in real-time.

Community

Our Community will be able to access our services through a highly responsive seamless integration of services structure. We have strong affiliations with both public and private partners, proactively collaborating, and developing a continuum of care both prior to and after delivering services, constantly aware of our collective impact on the health of the population we serve.

Financial

We are a financially viable organization providing increasing value by driving efficiency, growth and diversification, being highly adaptable to changing conditions, and futuristic in our perspective.