



North Central Health Care
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OFFICIAL NOTICE AND AGENDA

of a meeting of the **Executive Committee** to be held at **North Central Health Care, 1100 Lake View Drive, Wausau, WI 54403, Juniper Room** at **10:30 AM** on **Wednesday, Oct. 10, 2018**

In addition to attendance in person at the location described above, Board members and the public are invited to attend by telephone conference. Persons wishing to attend the meeting by phone should contact Debbie Osowski at 715-848-4405 24 hours prior to the start time of the meeting for further instructions. Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the Administrative Office at 715-848-4405.

For TDD telephone service call 715-845-4928.

1. Call to Order
2. Public Comment for Matters Appearing on the Agenda
3. ACTION: Approval of 09/20/18 Executive Committee Minutes
4. CEO Report – M. Loy
5. 2019 Board Meeting Calendar
6. 2019 Nominating Slate of Officers
7. MOTION TO GO INTO CLOSED SESSION:
 - a. 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.
8. RECONVENE to Open Session and Report Out and Possible Action on Closed Session Item(s)
8. Discussion and Future Agenda Items for Executive Committee or Board Consideration
9. Adjourn

Presiding Officer or Designee

NOTICE POSTED AT: North Central Health Care

COPY OF NOTICE DISTRIBUTED TO: Wausau Daily Herald, Antigo Daily Journal, Tomahawk Leader, Merrill Foto News, Langlade, Lincoln & Marathon County Clerks Offices

DATE: 10/05/18 TIME: 3:00 p.m. BY: D. Osowski

NORTH CENTRAL COMMUNITY SERVICES PROGRAM BOARD EXECUTIVE COMMITTEE

September 20, 2018

3:00 PM

NCHC Wausau Board Room

Present: X Jeff Zriny X Steve Benson
X Via Corrie Norrbom X Bob Weaver
phone

Others present: Michael Loy

Chair Zriny called the meeting to order at 3:02 p.m.

Public Comment for Matters Appearing on the Agenda

- No public comment(s) made.

ACTION: Approval of 08/28/18 Executive Committee Meeting Minutes

- **Motion**/second, Weaver/Benson, to approve the 08/28/18 Executive Committee meeting minutes; motion passed.

CEO Performance Evaluation Process

- Todd Penske, PeopleFirst HR Solutions Inc., took the work of the Executive Committee, added the comments from Lance Leonhard, Chair of the Retained County Authority Committee (RCA) and Michael Loy, which results in the documents distributed.
- The RCA maintained the Tri-County Agreement as their point of reference in creating the CEO Performance Evaluation Process and emphasizing contractual obligations of both bodies.
- There are three parts to the evaluation process:
 1. Essential CEO Accountabilities which are evaluated annually by the NCCSP Board and the Executive Management Team
 2. CEO Leadership Qualities and Personal Attributes which are also evaluated annually by the NCCSP Board and Executive Management Team
 3. Annual Budget Priorities, the RCA-CEO Work Plan, and Performance Expectations and Outcomes for the CEO which are evaluated annually by the NCCSP Board and both mid-year and annually by the RCA.
- An independent company will collect and compile the feedback and provide a summary report to be reviewed jointly with the Executive Committee and the RCA. The RCA Chair and NCCSP Board Chair will then meet to review the evaluation with the CEO.
- The NCCSP Board will make a recommendation on the CEO compensation, based on performance and industry standards, to the RCA who has the final authority in setting the CEO compensation.
- Todd Penske will attend the RCA and NCCSP Board meetings on Sept. 27, 2018 to provide an overview of the documents and process.
- A timeline on when the steps in the process will occur each year will be provided to help understand the sequence of steps.

- Michael Loy will ask T. Penske to draft a memorandum regarding compensation for the NCCSP Board to review in closed session at the Sept. 27 meeting with T. Penske. Following the discussion the recommendation will be forwarded to the RCA.
- **Motion/second, Zriny/Weaver**, to recommend the CEO Performance Evaluation Process, Form, and Memo to the Board for approval. Motion carried.

CEO Report

- The Master Facility Planning is progressing. Architects and engineering firm have been hired, the contracts are finalized, and the site survey has been completed as well as an engineering tour. This week space allocation was reviewed. Their comment after this week of meeting with our staff is that it was very clear that staff knew what they wanted and their work will help to be efficient. We are targeting December 1 for completion of preliminary plans. The conceptual design will change. Michael Loy will forward examples of work products of the architectural firm to the Committee members.
- Recruitment is on hold for the General Counsel position. The RCA questioned whether NCHC could hire general counsel on staff and feels an amendment to the Tri-County Agreement may be necessary. The Agreement states NCHC can hire a private attorney. Committee asked if a paralegal can be hired in the interim. It is felt that this is a possibility and NCHC is in conversation with our legal firm about this option.
- Merrill office remodel has been completed. There will be an Open house following the Board Meeting in Merrill on Sept. 27 from 2-6 p.m. The Committee asked to make sure the Judges, the District Attorney, and the Lincoln County Board receive invitations. It was mentioned that there is some tension toward NCHC which we had not been aware of and the opportunity to have conversations with them during this event may have positive effects.
- We are in the process of purchasing the Clubhouse property and hope to bring to the Board for approval in October.
- We are also in the process of selling the Hillcrest property and will bring to the Board for approval when appropriate. We haven't utilized the facility for about a year due to the multiple level home and not being conducive for a residential home. We are also engaged in conversation with Langlade County about facility space. Also working on other potential real-estate options.
- Dr. Dia Arpon has accepted and signed an offer letter of employment. We are working on the details of her employment contract. She and her family will be returning to Wausau in October to look for housing. She is excited to teach and to come to central Wisconsin next spring. We also interviewed Dr. Anthony Vita who is interested in inpatient psychiatry; an offer letter will be forwarded by the end of the week. Another interview is occurring this week with a potential outpatient psychiatrist as well as an interview with a child/adolescent psychiatrist next week.
- We applied for an In-home Youth Crisis Stabilization Grant. We feel we are in a good position to receive the \$250,000 grant and hope to hear the results next week.
- We are working with the Aging and Disability Resource Center, Marathon County Special Education, and a local clinic regarding partnership opportunities and expansion of services.
- We are investing a lot of time to redevelop our clinical leadership structure including holding an off-site retreat for the clinical team with training by the Wisconsin Hospital Association on physician led quality initiatives. We will also be reviewing/updating the Bylaws and will be talking about including Medical Staff on our Board.
- We are currently talking with Portage County and Lincoln County on how we can work together in regard to our skilled nursing facility operations to obtain a stronger position within the market as the value-based payment system implementation nears.

- September Board Agenda:
 - Jessica Meadows, Communications & Marketing Coordinator, will be providing a presentation on the launch of our new website at the September Board meeting.
 - Update from the Medical Staff by Dr. Rick Immler, on the psychiatry residency program, and providing medical staff leadership time with the Board.
 - CEO Evaluation Process and Form
 - A check-in on Policy Governance and next steps. Board will be asked to reach a chapter in the Policy Governance manual on monitoring policies, cover framework, and put a calendar together for next year.
 - Executive Committee will need to meet in October to identify a nominating slate of officers for 2019.

Adjourn

- **Motion**/second, Weaver/Benson, to adjourn the Executive Committee meeting at 4:08 p.m.
Motion carried.

Minutes prepared by Debbie Osowski, Executive Assistant