

**NORTH CENTRAL COMMUNITY SERVICES PROGRAM BOARD
FINANCE, PERSONNEL & PROPERTY COMMITTEE**

May 25, 2017

11:00 AM

North Central Health Care – Wausau

Present: X Randy Balk X Bill Miller X Robin Stowe
X Bob Weaver

Others Present: Michael Loy, Brenda Glodowski

Meeting was called to order at 11:01 a.m.

Public Comment for Matters Appearing on the Agenda

- No public comment(s) made.

ACTION: Approval of 04/27/17 Finance, Personnel & Property Committee Meeting Minutes

- **Motion**/second, Stowe/Weaver, to approve the 04/27/17 Finance, Personnel & Property Committee meeting minutes. Motion carried.

April Financials – B. Glodowski

- The receivable for the supplemental payment is high due to the timing of when the State sends our payment. In 2016 the payments were received three times and in 2017 the payments will be received twice.
- There was a gain of almost \$114,000. Nursing home census averaged 182. Medicare census was down but are seeing an improvement in May. The Hospital had an average census of 16.
- Expenses are down and being managed well. Health insurance is back in line along with overall benefits. We received a credit from Medicaid for the state institutes in May. On a year to date basis we are only \$64,000 off budget with the state institutes. It is felt that the improvement can be directly attributed to assigning a nurse case manager to each case that is transferred to the state institutes which has significantly reduced the length of stays. The case manager works closely to know the care plan for each individual. Effectively we have stopped admitting youth onto the inpatient unit which opens more beds for adults. Youth stays at the state institutes usually have insurance which produces a revenue source and reduces the expense to the County. The State Institute seems to have a better care environment for youth also. Length of stays for youth are reducing compared to last year.
- In the nursing home we are at the readjusted target for 2017 after reducing the number of licensed beds. Expenses for purchase services, mostly with Community Treatment, are due to increasing volumes. There is revenue to help offset these contracts with Medicaid as a primary payer. Clients enrolled in Community Treatment have the option of receiving services at NCHC or with a provider in their community. We contract with the community providers and process the invoices for the providers which amounts to over \$1 million/year. We anticipate adding additional staff to manage the increasing volume of participants in all three counties. Currently there are over 400 clients in the program.
- Year to date the organization is showing a gain of \$521,965, which is \$525,472 ahead of target.

- Committee discussed donated funds. Donations received vary from families to fund raisers. Some donations are identified for specific areas or items and others are given to the general fund. A Policy is established for the use of these funds and are not used for operating program expenses.
- **Motion/second**, Balk/Stowe, to accept the Financial Report and April Financial Statements. Motion carried.
- No discussion or questions regarding write-off's.

Budget Update - B. Glodowski

- Internal budget process is under way.
- What is different this year is the involvement of the RCA. The RCA is to provide guidelines for us by June 1. Following Board approval, the budget will be presented to the RCA prior to each of the three County Boards.

Approval of 2018 Marathon County Capital Requests – B. Glodowski/M. Loy

- Our capital improvement requests for building and major capital projects are due in June. After the Board approves the requests they are given to the Health and Human Services Committee of Marathon County and then referred to the County's Capital Improvement Committee who then determines whether to fund the project(s) or not. If approved Marathon County funds the project. If a project is not approved the NCCSP Board can decide whether to provide funding which would then become part of our budget.
- Rolling stock is handled separately and are usually replacement vehicles. Any new or additional vehicle requests are submitted to Mr. Karger, County Administrator.
- M. Loy reviewed each capital request.
- Committee discussed options for borrowing other than through the counties i.e. directly from the State of Wisconsin or through direct lending as long as it doesn't affect the tax levy. It was noted that the most efficient way would be to borrow from the county's cash reserves.
- **Motion/second**, Miller/Weaver, to approve the 2018 Capital Requests. Motion carried.

RFP Process for Audit Firm – B. Glodowski

- RCA was provided a draft RFP which was approved. The RFP will be released tomorrow. RCA indicated NCHC will interview the respondents, summarize the findings, and make 2-3 recommendations to the RCA for final selection. RCA will be provided with a summary of all responses to the RFP.

CFO Report

- There will be an external revenue cycle review in the mental health system.

Discussion and Future Agenda Items

- None

Adjourn

- **Motion/second**, Miller/Weaver, to adjourn the Finance, Personnel and Property Committee meeting at 11:51 a.m. Motion carried.

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