

**NORTH CENTRAL COMMUNITY SERVICES PROGRAM
QUALITY COMMITTEE MEETING MINUTES**

March 23, 2015, 8:00 a.m.

NCHC – Wausau Campus

Present: Darren Bienvenue, Dr. Eric Penniman, Bill Miller, Laura Scudiere

Excused: Jean Burgener, Holly Matucheski

Also present: Gary Bezucha, Becky Schultz, Gretchen Brown, Michael Loy, Toni Simonson, Dianna Schlicher

The meeting was called to order at 8:01 a.m.; roll call was noted and a quorum declared. Moments of Excellence were shared.

Minutes

- **Motion**/second by Penniman/Miller to approve the minutes of the January 15, 2015, meeting. Motion carried.

Outcome Data/Safety

- The Committee reviewed organization-wide and program-specific outcome data and safety data.
- Discussion was held on the nursing home readmission rate. Hospitals and national benchmarks are transitioning to calculating readmissions within 30 days to hospital over total admissions.
- **Motion**/second by Penniman/Bienvenue to change the calculation method for nursing home readmission rate to readmissions within 30 days to hospital over total admissions, recalculate the previous two (2) months and revise the target to 11-13 (Level 2). Motion carried.
- **Motion**/second by Penniman/Bienvenue to approve the Outcome Data and Safety information as presented. Motion carried.
- Discussion about mental health services provided for the jail population. Staff is working with the jail administrator to develop a workflow and will continue to report back on the progress.

Closed Session

- **Motion**/second by Penniman/Bienvenue to adjourn into Closed Session, pursuant to Section 19.85(1)(c) and (f) Wis. Stats. for the purpose of considering employment and performance evaluation of any public employee over which the governmental body exercises responsibility, and preliminary consideration of specific personnel problems, which if discussed in public, would likely have a substantial adverse effect upon the reputation of any person referred to in such problems, including specific review of performance of employees and providers of service and review of procedures for providing services by Agency and to allow staff to remain. Motion carried and moved into closed session at a.m. Roll Call taken, Yes=4, No=0.
- **Motion**/second by Penniman/Bienvenue to approve the closed session minutes of January 15, 2015.
- The Committee reviewed the Corporate Compliance and Ethics Reports.
- **Motion**/second by Penniman/Bienvenue to come out of closed session. Motion carried.
- No announcements from closed session.

Compliance Auditing

- A Corporate Compliance Committee Workgroup was developed to more specifically define proactive auditing to be completed, including the timeliness on histories/physicals, progress notes and treatment plans and questionable billing issues.
- Reports will be provided to the Corporate Compliance Committee and also the Quality Committee of the Board.

Staff Competency Validation

- At the Quality Committee's request, Michael Loy provided an overview of processes utilized to ensure and validate staff competency.

Annual Review of Safety Plans

- Plans were previously reviewed, no changes have been made to either.
- **Motion**/second by Penniman/Bienvenue to approve the Safety Plans; motion carried.

Joint Commission Education

- Reviewed common questions of Joint Commission that enables the Quality Committee's oversight of Quality and Safety.
- Protecting the rights of patients/clients/residents is critical component of NCHC's staff training.
- Three (3) key process improvement teams are in place for the year. As outcome measures are not being met, staff also uses an action plan to investigate and focus on improvement.

Future Agenda Items

None proposed.

- **Motion**/second by Penniman/Miller to adjourn at 9:21 a.m. Motion carried.

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