

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

May 21, 2015, 10:30 a.m.

NCHC – Wausau Campus

Present: Darren Bienvenue, Bill Miller, Laura Scudiere, Jean Burgener

Excused: Dr. Eric Penniman, Holly Matucheski

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

The meeting was called to order at 10:33 a.m.; roll call was noted and a quorum declared. Moments of Excellence were shared.

Minutes

- **Motion**/second by Burgener/Bienvenue to approve the minutes of the March 23, 2015, meeting. Motion carried.

Outcome Data/Safety

- The Committee reviewed organization-wide and program-specific outcome data and safety data.
- Outbreak of norovirus-like symptoms increased the adverse events rate.
- Staff was commended for the community employment rate measure.
- Action plans are in place for measures that are not being met.
- **Motion**/second by Burgener/Bienvenue to approve the Outcome Data as presented. Motion carried.
- **Motion**/second by Bienvenue/Burgener to approve the Safety information and Adverse Events graphs as presented. Motion carried.

Closed Session

- **Motion**/second by Bienvenue/Burgener 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 Bienvenue/Burgener to come out of closed session. Motion carried.
- The Committee reviewed and approved the Corporate Compliance and Ethics Reports and Sentinel Events.

Emergency Operations Plan

- The Emergency Operations Plan, as well as the Emergency Disaster Operations Manual were updated to reflect current practice.
- **Motion**/second by Burgener/Bienvenue to approve the revised Emergency Operations Plan. Motion carried.

Compliance Auditing

- Audits have been conducted to ensure documentation is being completed in a timely manner and billing is completed appropriately.
- All programs will formally report monitoring and a report will be provided to the Quality Committee.

Joint Commission Education

- Reviewed information regarding Joint Commission.

Future Agenda Items

- No future agenda items were identified.
- **Motion**/second by Burgener/Bienvenue to adjourn at 11:39 a.m. Motion carried.

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