

**NORTH CENTRAL COMMUNITY SERVICES PROGRAM
BOARD MEETING MINUTES**

April 25, 2019

12:00 Noon

Wausau Board Room

Present:

X	Norbert Ashbeck	X	Randy Balk	ABS	Steve Benson
EXC	Ben Bliven	X	John Breske	X	Meghan Mattek
X	Bill Metter	X	Corrie Norrbom	X	Rick Seefeldt
X	Romey Wagner	X	Bob Weaver	EXC	Theresa Wetzsteon
X	Jeff Zriny				

Also Present: Michael Loy, Brenda Glodowski, Kim Gochanour, Laura Scudiere, Jennifer Peaslee

1. Call to order

- J. Zriny called the meeting to order at 12:05 p.m.

2. Public Comment for Matters Appearing on the Agenda

- None

3. Chairman's Report and Announcements

- J. Zriny thanked the Board for their input in the CEO evaluation process and for 100% participation. The Executive Committee met and provided a summary to the Retained County Authority (RCA) Committee. The RCA will meet 4/29/19 to finalize the evaluation.

4. Board Committee Minutes and Reports

- None

5. Consent Agenda

- M. Loy noted that Dr. Bromley's appointment is being pulled from the Medical Staff recommendations as Dr. Bromley submitted his resignation effective 4/24/19.
- **Motion**/second, Metter/Breske, to approve the Consent Agenda which includes:
 - 3/21/19 NCCSP Board Meeting Minutes
 - Medical Staff Appointments Recommendations for: Jennifer Svencer, PA-C, Gregory Varhely, M.D., and Shae Wheeler, PA-C, Terminate Appointments for Debra Sanfilippo, PA-C and Ruth Nelson-Lau, APNP
 - Motion carried.

6. Board Education

- Update on 2019 Priorities and Operational Plan – M. Loy
There are a total of 75 items of which 6 have been completed, 9 have not been started, and 60 items are in progress. Several items that are behind the timeline are due to the two vacant executive positions. Highlights included:

- 2.1 Community input sessions regarding the campus renovations were held in April and feel we have accommodated concerns from the community. City Planning Commission meets 5/21 followed by a City Council meeting on 5/28. Groundbreaking for the pool is anticipated in June followed by the new Tower later this year.
- 2.3 IT Governance Committee will continue exploration on Point of Access i.e. electronic payment options.
- 3.10 We did not receive the grant last year for In-House Youth Crisis Stabilization services, however, the State has since contacted us indicating they have additional money available if we can meet their Sept. deadline. This is a high need/priority but may also need ongoing financial impact.
- 3.11 Langlade County approved establishing a Sober Living facility in Antigo along with \$130,000, the City of Antigo approved \$130,000 toward the facility, and the community is raising the remaining \$130,000. NCHC will operate the facility with a goal to open in 2020. This is a pilot project for all 3 counties and to be a viable program the cost needs to be spread across multiple homes within the next 5 years.
- 3.13 We are looking at longer term treatment options for MMT (currently use a 21 day treatment model).
- 3.22 Psychiatrists and Psychiatric Nurse Practitioner started earlier this year but are not to the point where we can open their schedules to the community.
- 3.32 The original plan was to transition Birth to 3 by the end of the year however it is being recommended to transition by 7/1/19.
- 3.36 Have been talking with Lincoln and Portage counties to work together to improve costs (food, dietary, etc.) and relationships. Initiative is gaining support in the State legislature.
- 3.37 NCHC has been approached to manage support services (nursing, dietary, direct care staff) for the 36 bed Riverview Terrace complex. We are currently evaluating the request and anticipate providing a proposal for the Board's consideration at the Board Retreat.
- 4.1 Having difficulty getting county to move forward on the data sharing initiative without the appropriate legal resources. It is a complicated issue with a lot of risk for NCHC.
- 4.2 Education on brand and marketing efforts will be provided at the Board Retreat. With the upcoming campus renovation it would be good timing to address an outreach plan.
- 5.14 Contract Management and Review process is challenged due to absence of legal resources. This will be discussed in further depth at the Board Retreat.

7. Monitoring Reports

A. CEO Work Plan Review and Report – M. Loy

- On the legislative side, Loy has been working with numerous State and Federal representatives. The proposed State budget would be very beneficial to NCHC but how it will be funded is the political battle. One of the main priorities for us would be improving Medicaid reimbursement rate. Medicaid reimburses 65 cents per dollar.
- The annual nursing home survey has been complete and we were citation-free. However, the State chose to wrap a follow-up to a self-reported occurrence from 2 months ago into the annual survey process. The State has indicated that citations will be given in regards to the self-reported occurrence. We agree that a situation occurred however, the scope and severity they have indicated they will cite we strongly disagree with. We are in communication with the State regarding the citation and will keep the Board apprised as it is appealed.

- B. Quality Outcomes Review – M. Loy
- Overall NCHC Dashboard was reviewed. Several items were noted: With two orientations in April the vacancy rate should come down. Data shows that certain months of the year have higher turnover, therefore we are working on a strategy to anticipate and address potential vacancies during these times. Almost all adverse events were weather related.
 - **Motion**/second, Ashbeck/Weaver, to accept the March Quality Dashboard and Executive Summary. Motion carried.
- C. Chief Financial Officer's Report – B. Glodowski
- March was disappointing overall with several items directly relating to the current month's status i.e. there were five weekly withdrawals (rather than the usual 4) for health insurance which had an impact of an additional \$100,000, the vendor was behind in claims payments, as well as the impact from diversions. Other significant areas driving expenses this month are recruiting psychiatrists, onboarding recently hired psychiatrists, high food and drug costs, overlap of hired psychiatrists and contracted physicians, and additional costs for training related to new electronic medical records (EMR) being implemented.
 - Winter months are generally lower for revenue due to weather-related cancellations. Year to date we are exceeding budget for insurance and are already looking at our insurance, plans, etc. as we develop the 2020 budget.
 - We also adjusted for Paid Leave Time (PLT) each month and with summer months approaching employees will begin to use PLT reducing our liability expense.
 - It was noted that we are targeting the opening of the new Youth Crisis Hospital for 2nd quarter 2020 which means youth diversions are still a problem for 2019. It was also noted that the acuity of patients on the inpatient unit has increased.
 - **Motion**/second, Seefeldt/Breske, to accept the March Financial Statements. Motion Carried.
- D. Human Services Operations Report – L. Scudiere
- The written Human Services Operations Report was reviewed with the Board.
 - Question was raised if a grant writing and/or fundraising position should be considered given there is a tremendous amount of CEO time taken up with these items. Fundraising gives great opportunities for Board members to step up and connect with individuals in our communities.
- E. Nursing Home Operations Report – K. Gochanour
- The written Nursing Home Operations report was reviewed with the Board.
8. Board Discussion and Possible Action
- A. Annual Review and Approval of Board Strategic Planning Policy. No changes from prior year.
- B. **Motion**/second, Weaver/Ashbeck, to approve the Board Strategic Planning Policy. Motion carried.
- C. MOTION TO GO INTO CLOSED SESSION:
- **Motion** by Weaver 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, to wit: Report of Investigations related to Corporate Compliance Activities and Significant Events.

- Second by Ashbeck. Roll call. All ayes. Motion passed 10-0. Meeting convened in closed session at 1:15 p.m.
- D. RECONVENE to Open Session and Report Out and Possible Action on Closed Session Item(s)
- **Motion**/second, Weaver/Seefeldt, to reconvene into Open Session. All Ayes. Motion passed 10-0. Meeting convened in Open Session at 1:25 p.m.
 - No action or announcements on the Closed Session Item(s) were made.
- E. Review of Board Calendar and Discussion of Future Agenda Items for Board Consideration
- Board Retreat is scheduled for May 30 from Noon until 8 pm and will be held at North Central Technical College in the Timberwolf Room. Additional details with directions will be provided prior to the meeting. Some of the items planned for the day include: strategic items, RCA priorities, litigation briefing, kick-off to the mental health system study, corporate structure, campus renovations, TIER replacement, and capital plan.
 - In June and July we will talk about corporate compliance and insurance.
- F. Assessment of Board Effectiveness
- None
- G. Adjourn
- **Motion**/second, Metter/Ashbeck, to adjourn the meeting at 1:29 p.m. Motion carried.

Minutes prepared by Debbie Osowski, Executive Assistant to CEO