

NORTH CENTRAL COMMUNITY SERVICES PROGRAM BOARD MEETING MINUTES

August 29, 2019

12:00 Noon

Wausau Board Room

Present:

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

Also Present: Michael Loy, Brenda Glodowski, Kim Gochanour, Laura Scudiere, Tom Boutain, Jarret Nickel, Lance Leonhard, Jennifer Peaslee, Atty. John Fisher

Guest: Nancy Bergstrom, Lincoln County Corporation Counsel
Pam Resch, Langlade County Finance Director

1. Call to order

- J. Zriny called the meeting to order at 12:06 p.m.

2. Public Comment for Matters Appearing on the Agenda

- None

3. Chairman's Report and Announcements

- J. Zriny attended the Lincoln County Board meeting when the management proposal was being reviewed and provided an update for the Marathon County Board. If the proposal is approved by Lincoln County a Nursing Home Operations Committee will be created to include members from the Marathon County Board, Lincoln County Board, and Pine Crest Board of Trustees. Those who have already agreed to serve on the committee are Mr. Metter, Mr. Wagner, and Mr. Weaver.
- Jarret Nickel was introduced as the Operations Director. He will spend much of his time with Kim Gochanour and the new Administrator of Pine Crest in assisting with the initial transition of management oversight.

4. Consent Agenda

- **Motion**/second, Metter/Weaver, to approve the Consent Agenda which includes:
 - Approve 7/25/19 NCCSP Board Meeting Minutes
 - Draft Minutes of the 8/15/19 Executive Committee Meeting
 - 2018 Annual Report
 - CEO Work Plan Review and Report
 - July Quality Dashboard and Executive Summary
 - Chief Financial Officers Report and July Financial Statements
 - Human Services Operations Report
 - Nursing home Operations Report
 - Medical Staff Appointments for Tiffany Pluger, APNP and Edward Krall, M.D.
- Motion carried.

5. Board Education and Discussion

A. Presentation of the 2020 Budget – M. Loy & B. Glodowski

- a. J. Zriny noted that the level of sophistication of the report is incredible and commends those who work on the team to put this report together. M. Loy added that B. Glodowski puts in an intensive amount of time into this report and in addition, this year she also created a Pine Crest budget and presented it to the Lincoln County Board.
- b. B. Glodowski reviewed the 2020 Proposed Budget and noted it has achieved most of our financial strategies.
 - o Service lines for 2020 include the addition of Lincoln Industries, Pine Crest Nursing Home and the Youth Hospital increasing the budget by over \$20 million.
 - o The budget has a \$500,000 deficit tied to the youth hospital due to being the start-up year.
 - o We anticipate Adult Protective Services (APS) will move to the Aging and Disability Resource Center as of 1/1/2020 therefore, APS is not included in our 2020 proposed budget.
 - o With the additional programs full-time equivalent (FTE) positions have increased by 196 and we anticipate and have accounted for a significant increase in health insurance.
 - o Contingency fund is not included other than \$1 million built in as cash contingency on the balance sheet.
 - o A Development Officer is included but this position is being funded initially by the North Central Health Foundation.
 - o Benefits are increasing by \$5.2 million. Health insurance is increasing \$1.5 million prior to the new programs coming in and as recommended by our new agent.
 - o State institutes are also being increased by \$100,000. With the stabilization of physicians (currently 8), the opening of the youth hospital, expansion of the CBRF, all which will help improve capacity, and with the possible addition to our pool of vendors as an alternative to the state institutes, will help reduce diversion costs.
 - o We are anticipating an increase in revenue in aquatics with the new pool opening, and adding hours with the increasing demand for services.
 - o Review of the breakdown of the budget between the three counties was provided. Note that Pine Crest will be included under Lincoln County.
 - o Levy as a percentage of total operations from counties continues to decrease with this year's total levy at 6.1%.
 - o Discussion continued regarding diversions, health insurance, and Pine Crest.
 - o **Motion**/second, Weaver/Balk, to recommend the 2020 Proposed Budget as presented to the Retained County Authority for approval. Motion carried.

B. Mount View Care Center Survey Report

- a. K. Gochanour provided a review of the annual survey results that had been shared in April. Following an independent desk review (IDR) the State upheld the citation but reduced the level of severity due to corrections having been immediately implemented at the time of the incident. We were found deficiency free in all other aspects in the survey. Plan of correction was accepted and a verification visit completed. We are working with the state to reinstate the nurse aid training program.
- b. Take aways from this situation is re-education on when to call Admin On-Call and Clinical On-Call. With the renovation occurring, there will be a new call light system which will have an elevated call system.

6. Board Discussion and Possible Action
 - A. Pine Crest Management Agreement – M. Loy
 - a. Collectively this is great for the two counties to work together and will be the first in the State to work across county lines. Lincoln County Board has approved the management agreement. With NCCSP Board approval, will sign management agreement with implementation plan.
 - b. **Motion**/second, Metter/Weaver, to approve the Pine Crest Management Agreement. This agreement was crafted from the Marathon County agreement with N. Bergstrom's involvement (Lincoln County Corporation Counsel). Motion carried.
 - B. Memorandum of Understanding with Lincoln County Regarding Sick leave Benefits – M. Loy
 - a. Employees of Pine Crest have accumulated large amounts of sick leave and have expressed concern with how those balances will be handled. We feel we have addressed concerns to the highest degree possible. Lincoln County will be funding a transition for any sick leave balances for those over 55 with a Post Employment Health Plan. Then, NCHC would take on the remaining liability on Pine Crest financials with remaining balances, which would be unfunded by Lincoln County. Employees can use this sick leave for family medical or approved leave. Employees would not be able to add to those balances. NCHC will guarantee paid out wages on any remaining balances upon retirement. Lincoln County agrees that this falls within the scope of their responsibility.
 - b. N. Bergstrom noted that this is on par with treatment of other Lincoln County employees.
 - c. **Motion**/second, Weaver/Wagner, to approve the memorandum of Understanding with Lincoln county Regarding Sick Leave Benefits. Motion carried.
 - C. Errors and Omissions Coverage and Scope of Director Liability – J. Fisher
 - a. Atty. Fisher provided an update after review of D&O Insurance including exposures unique to non-profit healthcare organizations, claims trends, coverage limits and retention.
 - b. Objectives include assessment of coverage adequacy, identify policy terms, obtain quotes on expanded coverage, and negotiate policy terms for the new coverage year beginning January 1.
 - D. Corporate Structure Discussion – M. Loy
 - a. A review of the current administrative and clinical leadership structure was provided relative to the organization's vision.
 - b. Other key roles need to be filled and the legal position addressed.
7. Review of Board Calendar and Discussion of Future Agenda Items for Board Consideration
 - a. None provided
8. Assessment of Board Effectiveness: Board Materials, Preparation and Discussion
 - a. Would like PowerPoint presentations in packet for review prior to meeting.
9. Adjourn
 - **Motion**/second, Bliven/Ashbeck, to adjourn the meeting at 2:03 p.m. Motion carried.