

## NORTH CENTRAL COMMUNITY SERVICES PROGRAM BOARD MEETING MINUTES

April 16, 2020

3:00 p.m.

Wausau Board Room

Present: (Present via conference phone due to Covid19 and the Governor's order for social distancing)

X	Eric Anderson	X	Norbert Ashbeck	X	Randy Balk
X	Steve Benson	X	Ben Bliven	X	John Breske
X	Meghan Mattek	X	Bill Metter	X	Corrie Norrbom
X	Rick Seefeldt	X	Romey Wagner	X	Bob Weaver
X 3:38pm	Theresa Wetzsteon	X	Jeff Zriny		

Staff Present: Michael Loy, Dr. Rob Gouthro, Jarret Nickel, Brenda Glodowski, Tom Boutain, Kim Gochanour, Jennifer Peaslee, Lance Leonhard

1. Call to order

- Meeting was called to order at 3:01 p.m.

2. Public Comment for Matters Appearing on the Agenda

- No public comments

3. Chairman's Report and Announcements – J. Zriny

- Brenda Glodowski, who will be retiring as of April 30, was recognized for over 32 years of service with the organization with many of those years as Chief Financial Officer. The Board expressed sincere thanks and appreciation for doing an outstanding job and for her dedicated service.
- Jill Meschke was introduced as the new CFO. Jill has had the opportunity to work with Brenda over the last couple of months as she was getting acquainted with the organization.
- J. Zriny was not re-elected to the Marathon County Board, therefore, it is uncertain whether he will continue as a member of the NCCSP Board. Other Board member changes will be reviewed later in the meeting.

4. Consent Agenda

- **Motion**/second, Metter/Bliven, to approve the Consent Agenda which includes:
  - January 30, 2020 NCCSP Board Minutes
  - February 12, 2020 and March 25, 2020 Executive Committee Minutes
  - February 20, 2020 and March 19, 2020 Nursing Home Operations Committee Minutes
  - Executive Operational Reports: Operations, Chief Medical Officer, Nursing Home Operations, and Information Services
  - Annual of the following Board Policies: Cash Management, Capital Assets Management, Fund Balance, Write-off of Accounts Receivable, and Risk Reserve
  - Medical Staff Privileges for: Susan R. Brust, APNP, Qun Wu, M.D., Gregory M. Varhely, M.D., and Anne Dibala, M.D.
- Motion carried.

5. Board Discussion and Action

- Organizational Dashboard, Operational Plan and CEO Report – M. Loy
  - Presentation provided on North Central Health Care’s Evolving Operating Environment Related to COVID-19 – Short to Long-Term Implications and potential future NCCSP Board Policy Considerations.
- January, February and March Financial Statements – J. Meschke
  - March had a negative variance from budget of about \$166,000. There was additional purchasing, employee wage expenses, tracking for out of office and illnesses – both to manage and take advantage of cost saving measures.
  - Hospital census in March was below average we believe as a direct result of the stay at home order. The low census continued into April but we have seen a slight increase as of today. Mount View has a target census of 183 but is averaging well below target. Volumes are down considerably in both nursing homes with Pine Crest currently stable around 130.
  - Will budget month to month moving forward. April is tracking to be at a loss however, with several positions being held open, it should help offset the loss.
  - No show rate is down considerably.
  - With census in hospital below capacity diversions have been able to be managed effectively.
    - **Motion**/second, Weaver/Seefeldt, to approve the January, February, and March Financial Statements. Motion carried.
- A capital project in the amount of \$25,000 had been approved initially in the 2020 budget for Chadwick Street Group Home. We would like to increase the capital budget to \$120,000 to remodel the home to add one additional bed whereby improving staff efficiencies and enhancing the ability to bill for additional revenue. The bulk of the additional cost should be recovered this year with enhanced ability to bill for revenue.
  - **Motion**/second, Norrbom/Metter, to amend the capital budget from \$25,000 to \$120,000. Motion carried.
- NCCSP Bylaw Amendments and Other Changes Required by the Adoption of the New Joint County Agreement – M. Loy
  - The adoption of the recently revised Joint County Agreement changes the formation of the NCCSP Board. Changes were reviewed.
  - **Motion**/second, Wagner/Seefeldt, to approve the amendments in the Bylaws of the North Central Community Services Program. Motion carried.

6. Review of Board Calendar and Discussion of Future Agenda Items for Board Consideration

- May Board Retreat will be deferred. No meeting scheduled in June. July meeting scheduled for the 16<sup>th</sup>.

7. Assessment of Board Effectiveness: Board Materials, Preparation and Discussion

- No comments made.

8. Adjourn

- **Motion**/second, Metter/Anderson, to adjourn the meeting at 5:15 p.m. Motion carried.