

## NORTH CENTRAL COMMUNITY SERVICES PROGRAM BOARD MEETING MINUTES

May 28, 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	Randy Balk	X	Ben Bliven
X	John Breske	X	Kurt Gibbs	X	Jason Hake
X	Lance Leonhard	X	Robin Stowe	X	Gabe Ticho
X	Pat Voermans	X	Romey Wagner	X	Bob Weaver
X	Theresa Wetzsteon	X	Jeff Zriny		

Staff Present: Michael Loy, Dr. Rob Gouthro, Jarret Nickel, Jill Meschke, Tom Boutain, Kim Gochanour, Jennifer Peaslee

### Call to order

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

### Chairman's Announcements

- None

### Public Comment for Matters Appearing on the Agenda

- No public comments

### ACTION: Approve Slate of Nominations of NCCSP Board Officers

- The Executive Committee, at its April 30, 2020 meeting recommended the following slate of officers for a one year term (appointed May of each year):
  - Jeff Zriny – Chair
  - Romey Wagner – Chair-Elect
  - Eric Anderson – Secretary/Treasurer
- Additional nominations were called for three times; no additional nominations were received.
- **Motion**/second, Balk/Bliven, to close the call for nominations. Motion carried.

### ACTION: Election of NCCSP Board Officers

- **Motion**/second, Leonhard/Wetzsteon, to approve the following slate of officers for a one year term (appointed May of each year):
  - Jeff Zriny – Chair
  - Romey Wagner – Chair-Elect
  - Eric Anderson – Secretary/Treasurer
- Motion carried.

ACTION: Nomination and Appointment of NCCSP Board Member to the North Central Health Foundation, Inc. Board

- The Executive Committee, at its April 30, 2020 meeting, recommended that the Chair of the NCCSP Board serve as the designee on the North Central Health Foundation Board.
- Additional recommendations were called with no other recommendations received.
- **Motion/second**, Wagner/Bliven, to approve the appointment of the NCCSP Board Chair as the designee to the North Central Health Foundation, Inc. Board. Motion carried.

ACTION: Committee Assignments – Chair

- Governance Committee – main role is selecting officers for the 2021/2022 year. Recommendations for Governance Committee members include: Chair - Romey Wagner, Randy Balk, and Ben Bliven; each accepted.
  - **Motion/second**, Anderson/Hake, to approve the recommendations to the Governance Committee. Motion carried.
- Nursing Home Operations Committee has a vacancy due to the recent changes of Board members. Kurt Gibbs was asked and has agreed to fill the vacancy.
  - **Motion/second**, Leonhard/Wagner, to approve the appointment of Kurt Gibbs to the Nursing Home Operations Committee. Motion carried.

Consent Agenda

- **Motion/second**, Stowe/Ticho, to approve the Consent Agenda which includes:
  - April 16, 2020 NCCSP Board Minutes
  - April 30, 2020 Executive Committee Minutes
  - April 14, 2020 Nursing Home Operations Committee Minutes
  - Executive Operational Updates
  - Policies for Budget and Strategic Planning
  - Medical Staff Privileges for: Leandra Lamberton, MD, Brigitte Espinoza Ugaz MD, Barbara Torgerson PA-C, Kimberly Hoenecke MD, and Susan Brust APNP
- Motion carried.

Board Discussion and Action

- Presentation of the 2019 Audit – Kim Heller and Josh Boyle, Wipfli
  - A review of the 2019 Audit was provided.
  - Wipfli has issued an unmodified opinion on the combined financial statements and on internal control over financial reporting and compliance with requirements applicable to major federal and state programs as of and for the year ended December 31, 2019.
  - **Motion/second**, Hake/Leonhard, to accept the 2019 Audit. Motion carried.
  - **Motion/second**, Hake/Stowe, to accept the 2019 Fund Balance Statements. Motion carried.
- Organizational Dashboard and CEO Report – M. Loy
  - Executive Summary provided with the Dashboard contains extensive information about areas not at or exceeding target. Organizational Dashboard was reviewed.

- Physician Recruitment Update: There was an offer out to a third physician for the inpatient unit but they took another position so recruitment continues; an offer is out to a physician who would be located physically in Lincoln and Langlade Counties; an offer is out for a child and adolescent psychiatrist who would be working on the inpatient child unit and potentially outpatient also. Work continues to achieve our target by reducing the number of Locum Tenens Physicians.
- April 2020 Financial Statements – J. Meschke
  - **Motion**/second, Leonhard/Wagner, to accept the April 2020 Financial Statements. Motion carried.
- Operational Plan Quarterly Update – J. Nickel
  - Operational objectives are included in each of the Five Pillars i.e. People, Service, Quality Community, and Finance which match the Organizational Dashboard; highlights were reviewed.
  - COVID-19 significantly impacted our operational objectives as noted in the Wipfli report.
- Annual Review of Mission, Vision and End Statements – M. Loy
  - Approved initially in 2017 with updates in years following; no recommended changes. Board consensus occurred in regard to the recommendation.
- Overview of 2021 Budget Timeline – J. Meschke
  - 2021 budget process is under way with anticipated presentation of the completed budget at the September Board meeting.
- Priorities and Guidelines for 2021 Budget
  - For the last four years the Retained County Authority Committee identified priorities they wanted when setting our budget along with general budget guidelines. This responsibility has shifted to the Executive Committee of our Board. Given multi-year major commitments currently in progress there are just two new major priorities:
    - Continue to move towards having a full psychiatric emergency department and providing as much medical clearance on site as possible; and
    - Learn how mental health services are being delivered in jails and determine whether North Central Health Care should service these contracts in effort to improve continuity and quality of care for those we serve who are incarcerated.
  - Review of 10-Year Long-Range Financial Plan – J. Meschke
    - Presentation provided; refer to meeting packet.
    - Currently the largest factor in moving forward is how long and deep COVID-19 will impact our financial projection, otherwise achieving the viability ahead is all about executing the plan.
  - Direction on Nursing Home Census Targets – K. Gochanour
    - Presentation provided; refer to meeting packet.
    - With the decline in census at both facilities, we will be looking closely to identify appropriate size to be financially viable.
    - Consensus from the Board is to move forward with the strategies outlined when developing the 2021 budget that would suggest the size of both nursing homes needs to be reduced to meet market demand and available labor pools.
- Action: Motion to Enter into a Management Agreement with the Wausau Community Development Authority (CDA) for Care and Services Delivery at Riverview Terrace Residential Care Apartment Complex – M. Loy

- NCHC was approached by the City to manage Riverview Terrace Residential Care complex. Currently they contract with Aspirus is for supportive, meal, and nursing services. Aspirus has decided they will no longer be providing this service and has been working in conjunction with the CDA to facilitate a transfer to NCHC.
- The details of the management agreement are under development and will be brought back to the Board for further review and consideration.
- Overview of Cerner Electronic Medical Record Implementation – T. Boutain
  - Kick-off begins in June with full implementation expected by first quarter 2021. By end of 2021 the current EHR product, TIER, will be archived.
  - This is an investment and an opportunity that should improve quality of care across the organization with a more seamless approach. Also, physician retention and satisfaction from our current EHR is a primary driver of dissatisfaction.
- Action: Motion to Approve Board Policies up for Occurrence Reporting – J. Peaslee
  - **Motion**/second, Voermans/Bliven, to approve the Occurrence Reporting Policy as presented. Motion carried.
- Action: Motion to Reconsider NCHC’s Participation in Langlade County’s Sober Living Project
  - History and timeline of project were reviewed.
  - Bids received for renovations were significantly higher than anticipated (\$174,000 over budget).
  - Several options for moving forward are presented for consideration:
    - Cancel the bids and continue to fundraise;
    - Cancel the bids and NCHC could allow the City and County to partner on some form of the project however fundraising commitments might be at risk; or
    - Have the County borrow for the improvements and service the debt on behalf of NCHC and remove the County’s tax levy funding for the program – 10 Year Note, \$2,000/Month.
  - Stowe felt the motion is premature and asked to table action at this time. Langlade County has not had an opportunity to discuss the current situation due to cancelled meetings during the COVID pandemic and will be first considering the borrowing of the additional costs this next month.
  - **Motion**/second, Leonhard/Hake, to reach out to bid respondents and inquire about their willingness to extend their bids until July 1 to allow Langlade County Board time to consider how to move forward. If unwilling to extend bids, the bids would then be cancelled. Motion carried.

Motion to Move into Closed Session

- **Motion**/second, Leonhard/Stowe, 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, and;

Pursuant to Section 19.85(1)(e) Wis. Stats. for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, to wit: Letter of Intent for Partnership with Northern Valley Industries, Inc.

Roll call vote; all ayes. Motion carried.

- **Motion**/second, Leonhard/Hake, to reconvene in open session. Motion carried.

#### Board Calendar and Future Agenda Items

- No discussion

#### Assessment of Board Meeting Effectiveness

- Executive Committee will work on agenda items to avoid longer than anticipated meetings.

#### Adjourn

**Motion**/second, Leonhard/Stowe, to adjourn at 6:30 p.m. Motion carried.

*Minutes prepared by Debbie Osowski, Executive Assistant to CEO*