

## NORTH CENTRAL COMMUNITY SERVICES PROGRAM BOARD EXECUTIVE COMMITTEE

**August 15, 2019**

**11:00 AM**

**NCHC – Juniper Room**

Present: X Jeff Zriny X Steve Benson  
X Corrie Norrbom X Bob Weaver

Others present: Michael Loy, Brenda Glodowski

### Call to Order

Meeting was called to order at 11:02 a.m.

### Public Comment for Matters Appearing on the Agenda

- No public comment(s) made.

### ACTION: Approval of 07/08/19 Executive Committee Meeting Minutes

- **Motion**/second, Weaver/Benson, to approve the 07/08/19 Executive Committee meeting minutes; motion passed.

### CEO Report

- Groundbreaking for the pool on August 5 was a stormy event but a fun and exciting day. Fencing is up. Trees have been removed. Waiting for permit from DNR that pertains to storm water management.
- Bids for the new CBRF and Youth Hospital should be received in the next 1-2 weeks and construction will commence around October 1.
- August 28 is the moving day for approximately 50 residents at Mount View. They are moving from the area that will be torn down. MMT program will move to their temporary area at the end of September. The nursing home staff have a great plan in place for the move.
- Licensing must be approved for the move of MMT. We don't foresee concerns with an approval and will begin preparing the new temporary space immediately.
- Final sign-offs for the nursing home tower will be the last week of August. A mock-up of the new nursing home room will be created for staff, residents, family members, and board members which will provide an opportunity to see the layout and make any final adjustments.
- Dr. Rob Gouthro has accepted the position of Chief Medical Officer and anticipates starting Nov. 1. He is the current Medical College of Wisconsin Program Director at UW Green Bay. Dr. Gouthro will be working with Dr. Krall on the residency program as Dr. Krall is planning to retire once Dr. Gouthro is on board and trained. Dr. Immler will help with onboarding and will then transfer his focus to Outpatient and Community Treatment.
- Jarret Nickel will begin Aug. 19 as the Operations Executive. His first project will be to work with Kim Gochanour, the new Pine Crest Administrator, and staff to ensure the transition with Pine Crest goes well (if approved by Lincoln County).
- Dr. Hoppe accepted our offer as an Inpatient Psychiatrist starting 7/2020. He is currently in his third year of residency. Have had conversations with residents at NCHC but they are not ready to make a commitment until their PGY4 year.

- Dr. Unal, child/adolescent psychiatrist, will provide weekday coverage in the new youth hospital which is anticipated to open in April 2020.
- Next week (Aug. 19-23) is Employee Celebration Week; you are welcome to join us at any time.
- A new occurrence reporting system is being implemented. Current occurrence reporting is done in Tier which will be replaced. The new system will improve the report information available to the Board in closed session.
- We continue to talk with the Medical College of Wisconsin and Froetert about the possibility of being an Epic extender. We feel Epic would be the best EMR option but Epic will not sell directly to us. In the meantime we will continue to move forward to send out an RFP to consider other options. Dr. Benson recommended we ask the preferred vendor to establish a month long trial of the system so staff can work with the system prior to purchase. A selection by year end is the goal.

### 2019 Financials

- July financials show the nursing home had a \$160,000 gain, but the human services side had \$500,000 loss. YTD we have experienced a \$1.6 million loss.
- Issues continue to include diversions (summer months are typically higher than the rest of the year). There seems to be a broader issue in the community as well as throughout the state. System issues could become political. With a Chief Medical Officer on staff we hope to build on relationships and continue to work diligently with the hospital systems to provide the best care for these individuals. Dr. Benson also emphasized that it is important for individuals being discharged from inpatient stay to connect in the outpatient services environment within 24-48 hours. NCHC is exploring a software program to help connect individuals with their therapists and other services in a timely manner during crisis situations.
- Health insurance costs continue to exceed budget. Details will be provided for the Board.
- There is new legislation being introduced in the State that could enhance the money for mental health services.
- With the improved NCHC psychiatry resources in the area we may look at a referral system for other providers to send clients to NCHC.
- Working on an expansion of the employee clinic to more of a primary care clinic. Next year we will be rolling out a robust wellness program through the Clinic. May also shift the EAP contract and have someone onsite also. The mission is for a 400% increase in utilization. Dr. Norrbom expressed concern and to proceed with caution to make certain of the details of the wellness program.

### 2020 Budget

- The 2020 budget is being finalized. After carefully reviewing the revenue and expenses we are showing a \$1.5 million deficit mostly related to the youth hospital. However, with anticipation of the opening of the youth hospital in April, and being a new program, we will not be asking counties to help offset the deficit at this time.
- There is a \$20 million difference from 2019-2020 which is due to several major changes: The Birth to Three and Adult Protective Services programs will no longer be operated by NCHC as of 1/1/2020, and, two new programs have been added to the 2020 budget: Lincoln Industries and Pine Crest Nursing Home. We will have a separate budget for Pine Crest and anticipate the first year will have a \$200,000 deficit which will be funded by the fund balance. The transition details are being discussed and will be finalized over the next four months upon approval of the Lincoln County Board next week. Some NCHC overhead is built into the Pine Crest budget in the amount of \$300,000.
- Also included is the addition of the youth hospital effective 4/1/20 with revenue expected in May 2020.

- Salary increases are set at 2%. There are a few positions identified for market adjustment and they include some case managers, housekeeping, dietary, and transportation. Also, there are several new positions that have been added (Chief Medical Officer, Chief Nursing Officer, and psychiatrists).
- WRS is scheduled to increase slightly from 6.55% to 6.75%.
- We are building in a \$1.5 million increase for health insurance and are working closely with Gallagher to identify a more accurate projection. Next year health insurance costs could reach \$10 million. A significant factor is that enrollment has increased quite a bit. Also there is an increase from single to family plans which also increases costs but not necessarily relates to claims.
- Diversions were increased by \$100,000 but by stabilizing our physician base and with the opening of the youth hospital in April we anticipate an improvement in this area.
- We do not have a contingency in place at this time.
- North Central Health Foundation approved \$100,000 to hire a Fund Development position with the goal to strategically work grants and funding to help support our services. We are in the process of establishing the job description for recruitment and anticipate filling the position in early 2020.

#### Update on Pine Crest Transition

- Lincoln County Board will vote on the transition on Aug. 20. Some comments have been made to delay the decision for a month. We are trying to provide as much information to speak to any concerns so the vote does not get delayed. Meetings have been held with employees and residents and community members. Benefits are not the same with two major issues i.e. vacation and accumulated sick leave 'banks'. There are some employees who have 100 days of sick leave 'banked' which relates to a total liability of approximately \$1 million.) Lincoln County must determine how to handle the banked sick leave.
- If the transition is approved, we plan to create a Nursing Home Operations Committee which would include the Board of Trustees of Pine Crest, members of our Board, and county board representation.

#### Preparation for Annual Board Assessment at Policy Governance and Annual Meeting

- Will defer to the next meeting agenda.

#### Discussion on Board Errors and Omissions Policy and Scope of Director Liability

- John Fisher will be providing a full presentation for the Board August. 29.

#### August Board Agenda

- Agenda will include: Budget, Annual Nursing Home Survey Update, Errors and Omissions Policy presentation, Pine Crest Nursing Home update

#### Adjourn

**Motion/second, Benson/Weaver, to adjourn the meeting at 12:05 p.m. Motion carried.**

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