



**NORTH CENTRAL COMMUNITY SERVICES PROGRAM BOARD  
EXECUTIVE COMMITTEE**

**March 18, 2021**

**3:00 PM**

**NCHC – Wausau Board Room**

Present:       X       Eric Anderson       X       Kurt Gibbs       X       Lance Leonhard  
                  X       Robin Stowe        X       Cate Wylie

Others Present: Michael Loy, Jarret Nickel, Dejan Adzic, Toni Kellner

Call to Order

A. Meeting was called to order at 3:01 p.m. by Chairman Gibbs.

Public Comment

A. No public comment

Approval of the February 18, 2021 Executive Committee Meeting Minutes

A. **Motion**/second, Wylie/Anderson, to approve the February 25, 2021 Executive Committee Meeting minutes. Motion carried.

Policy Issues for Discussion and Possible Action

- A. Overview of Planned Lincoln Industries Operational changes include:
- In 2020 North Central Health Care (NCHC) assumed management of Lincoln Industries at the same time as Pine Crest Nursing Home. Lincoln Industries provides adult day services and pre-vocational services out of Tomahawk and Merrill. Lincoln County approached NCHC to take on Lincoln Industries in 2020 where we could consolidate costs and help lessen the burden to Lincoln County. The Tomahawk facility was sold, and the program’s hub transitioned to a local church. Members and community were accepting of the changes. The Merrill property is a less than quality facility and not in compliance. The cost to repair is too high to proceed with remodeling.
  - The Covid pandemic in early 2020 caused the program to close which contributed greatly to a significant loss of revenue in 2020 resulting in a \$200,000 deficit. At one point in 2020 the membership dropped from 112 to 16. With communities slowly opening now, membership is currently around 69 however, roughly 60% of the membership have not re-engaged in programming. Without making changes it is projected there would be a \$360,000 loss for 2021 for Lincoln County.
  - This is not a required program for the county to provide nor is it supported by grants or other funding. Had Covid not impacted the program as it did, we feel it would be operating well today as we managed the declining participation over time.

- NCHC’s goal is to move toward community-based employment (Pre-Voc) rather than a sheltered workplace. Members needing sheltered work would be transported to the Wausau location at Northern Valley Industries (about a 20-minute commute) and the Merrill location would be closed.
  - The Committee felt a presentation of the status of the program along with options for the future of the program be provided first to the Lincoln County Board for review and a decision. Should Lincoln County want to continue with the program but not finance the negative impact, the NCCSP Board would need to discuss.
  - C. Wylie will place this topic on the appropriate agendas in Lincoln County for discussion in April.
- B. Creation of Finance Committee-Roles and Responsibilities, and Potential Appointments
- Loy approached Chairman Gibbs with the recommendation to create a Finance Committee due to the significant number of new Board members, the major renovations occurring, and changes to programs. It would be beneficial for a Finance Committee to have a greater depth of knowledge into the financial details of the organization and would provide our Chief Financial Officer an opportunity to engage in more depth with the Committee given the limited time during regular Board meetings.
  - With the preliminary report from the administrative review that the Board approved in January unavailable yet, Chairman Gibbs recommended waiting to determine the roles, responsibilities, and appointments of the Finance Committee until the review is complete to consider any potential recommendations.
  - Suggestion was made to add financials as a standing item on the Executive Committee until a Finance Committee is re-established. Also, Bylaws may need to be amended with the authorization of ad hoc committees.

Operational Functions Required by Statute, Ordinance, or Resolution

- A. None

Educational presentations/Outcome Monitoring Reports

- A. CEO Report – M. Loy
- COVID-19: back to normal as much as we can be except masks will continue to be worn throughout the building; in person visitations will begin within the next week or two.
  - State survey recently completed at Mount View Care Center. Received only a few low-level citations. Survey team was very complimentary.
  - We are anticipating The Joint Commission survey at any time. Also, the annual survey for recertification of our Behavioral Health Services is scheduled for next week.
- B. Organizational and Program Dashboards
- After reviewing all program dashboards, several focus areas identified include turnover and access for outpatient and community treatment. We have seen improvement in access rates but continue to work to improve the process for better outcomes. We have also been receiving referrals for community treatment which are not appropriate for that program.
- C. Board Work Plan
- All items are in progress

D. December, January, and February Financials

- December financials and year end audit are in process. The audit is scheduled to be complete and presented to the Board in April.
- January and February financials will be reviewed with the Board. Initially we were close to \$1 million loss. After a review of every line item, we identified several errors which brought the loss to \$700,000. February is in the black. March census is soft, but we are adjusting and making progress on improving.
- We are reforecasting and realigning our expense structure for 2021 also.

Next Meeting Date & Time, Location, Future Agenda Items

- A. Review of Draft NCCSP Board Agenda for March 25, 2021
- The Purchasing Policy will be pulled for this month to allow for additional review.
  - Will remove Lincoln Industries discussion based on today's discussion.
  - To expand sober living in Marathon County with a lease for an 8-bed facility. Executive Committee suggested meeting immediately preceding the Board meeting on March 25 to review the details, and if approved, Board would act on the recommendation at the March 25 Board meeting.
- B. Committee members are asked to bring ideas for future discussion and educational presentations to the NCCSP Board
- C. Next Meeting: Thursday, April 15, 2021, at 3:00 p.m. in the North Central Health Care Board Room

Announcements

- A. C. Wylie noted Lincoln County has an appointment for Corporation Counsel, Carrie Johnson, who will start March 29, 2021.

Adjournment

- **Motion** to adjourn by Anderson, second by Leonhard. Motion carried. Meeting adjourned at 4:06 p.m.

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