



COMMUNITY CARE OF CENTRAL WISCONSIN

Board Meeting Minutes: Approved

DATE: July 24, 2013
PLACE: CCCW Wisconsin Rapids Location
TIME: 3-5 p.m.
PRESENT: Board Members Ray Bloomer, Jim Clark, Ken Day, Peter DeSantis, Peter Hendler, Jim Jansen, Janis Ribbens, Natasha Rotar, and Donna Rozar
EXCUSED: Sam Hardin and Frank Saal, Jr.
OTHERS PRESENT: Jim Canales, CCCW Chief Executive Officer; Mark Hilliker, CCCW Chief Operations Officer; Jason Taylor, CCCW Chief Financial Officer; Tara Adam, CCCW Executive Assistant

1. The meeting was called to order at 3 p.m. by Board Chair Janis Ribbens.
2. No Public Comment was made.
3. Motion by Jim Jansen, seconded by Ken Day, to approve the Minutes dated June 26, 2013. Motion carried.
4. Administrative Updates
 - The Request for Proposal that CCCW is submitting for providing Family Care to the 11 northwest counties in Wisconsin, currently served by MCO Northern Bridges, was delivered last Friday. The award is scheduled to be announced the week of August 5.
5. Monitoring Reports
 - Quarterly Member Report. 45 disenrollments and 49 enrollments took place last month to bring the total number of members enrolled to 3,377 in June 2013. It is believed that aging membership and disenrollments due to deaths are a direct cause of the stagnated membership.
 - Monthly Income Statement. There is concern with loss of revenue halfway into 2013. Three factors are contributing to this loss: cost of residential services; the net enrollment stagnation noted above; and the policy adjustment to the capitation rate the state made for 2013. Total revenue collected thus far in 2013 is currently \$2 million less than projected. While total expenses are also lower than expected, it is anticipated that by year-end, CCCW will be left with a smaller projected net income than budgeted.
 - Quarterly Balance Sheet. Due to the annual delay in capitation payment in June, CCCW's cash assets decreased to \$10.3 million, down from \$21 million in the prior quarter. The June and July capitation payments will be paid next month at the same time to make up this difference. Short-term investments are at \$300,000. \$187,500 has been set aside to replenish the solvency fund, liquidated by the State as a result of the Community Health Partnership MCO going out of business in 2012. Liabilities also decreased \$800,000 from the 1st Quarter.
 - Annual External Quality Review Report (MetaStar). The current report will be distributed to board members at the August board meeting.

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- Quarterly Business Sustainability Report. The Business Sustainability Workgroup is charged with reviewing and analyzing a variety of different focus areas. A list was provided to the board of those areas and active support or monitoring of them. A few of the focus areas are listed below:
 - The CommunitySM managed care model is now at the point where staff are being engaged to review strategic issues and initiate development of specific action items related to each issue. The CommunitySM model is in the process of being trademarked.
 - The IT Infrastructure Project has involved between 20-30 staff that have spent many hours developing the configuration of the new IT system named CareDirector. Providers will have the opportunity to view their authorizations through a portal, members will be able to view their personal information through a separate portal, and a resource directory will contain all paid and unpaid supports. The core of the package will be used by care management teams for assessments and care planning – this area is now being customized. Extensive testing will be done before it is fully implemented.
 - CCCW has embraced the LEAN continuous process improvement philosophy. Two Lean projects are taking place. The first is related to the new hiring and orientation process, and the second to better utilize office technology with moving toward a paperless environment.
 - CCCW continues to monitor Family Care expansion. Conversations have taken place with Ministry Health Care, Security Health, and Marshfield Clinic regarding opportunities for partnering as it relates to those members eligible for both Medicare and Medicaid.
 - Quarterly Self-Directed Supports Usage Report. There are nearly 800 members, or 23.6% of the total CCCW membership enrollment, self-directing one or more of their cares. The cost savings amounts due to members using self-direction as their service option are projected to be between \$575,000 to \$750,000 per quarter.
6. Board Education/Governance Monitoring
- A. Review and Reaffirm Board Process Policies

“Section 5: Board Process Policies” from the CCCW Board Governing Policy Manual was discussed for any revisions or modifications. Motion made by Ray Bloomer, and seconded by Ken Day, to reaffirm Section 5 with no changes. All voted in favor. Motion carried. Conversation took place regarding the fact that Section 5 may need to be revisited if expansion to the northwest counties occurs in the future. COO Mark Hilliker also suggested that end statement #1, in particular, be reworded, or possibly broken out into another end statement, to incorporate the CommunitySM vision. CCCW leadership will bring suggested changes to this End Statement to the next Board Meeting.
 - B. Review and Reaffirm Organization Bylaws

Motion made by Ken Day and seconded by Donna Rozar, to retain the bylaws as written. All voted in favor, and the motion carried.

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9. The Board recognized Donna Rozar for receiving an award from the Wisconsin Public Health Association.
10. Next Meeting Agenda Items
 - Administrative Reports
 - Monthly Income Statement
 - Quarterly Quality Indicator Report
 - Annual External Quality Review Report (MetaStar)
 - Board Education/Governance Monitoring
 - Review the Next Year's Budget Development Assumptions
 - Review Rewritten End Statement #1
11. The next Board meeting will occur on Wednesday, August 28, 2013, at 3 p.m. in the CCCW Stevens Point location, located at 3349 Church Street, Stevens Point, WI. Please park in the back of the building and enter through the double doors.
12. There being no further business, the meeting was adjourned with a Motion from Donna Rozar; seconded by Jim Jansen. Motion carried.
13. Meeting adjourned at 5:00 p.m.

Respectfully submitted by Tara Adam, CCCW Executive Assistant