



COMMUNITY CARE OF CENTRAL WISCONSIN Board Meeting Minutes: Approved

DATE: Wednesday, April 23, 2014
PLACE: North Central Health Care – 1100 Lakeview Drive, Wausau, WI 54403
TIME: 3-5 p.m.
PRESENT: Board Members Ray Bloomer, Jim Clark, Key Day, Peter DeSantis, Sam Hardin, Jim Jansen, Janis Ribbens, Natasha Rotar, Donna Rozar, Frank Saal, Jr.
EXCUSED: Peter Hendler
OTHERS PRESENT: Jim Canales, CCCW Chief Executive Officer; Jody Kohl, CCCW Chief Human Resources and Information Officer, Mark Hilliker, CCCW Chief Operating Officer; Jason Taylor, CCCW Chief Financial Officer; Tara Adam, CCCW Executive Assistant

1. The meeting was called to order at 3:00 p.m. by Board Chair Janis Ribbens.
2. No public comment given.

Ms. Ribbens took the moment to thank Jim Clark for his years of service on the CCCW Board, also including a thank you for his time spent with the Community Care of Portage County pilot phase. He was also presented with a thank you letter from the Board Chair and a CCCW portfolio.

3. Motion by Jim Jansen, seconded by Ray Bloomer, to approve the Minutes dated March 26, 2014. Motion carried. It was also stated that the issue from last month on a public comment provider payment issue has been resolved as the member has requested that another provider provide snow shoveling in the future.
4. Stakeholder Listening Session
Beth Swedeen from the Board for People with Developmental Disabilities was present via Skype for a Board Education and Listening presentation. A transcript of Beth's presentation is attached to these Minutes.
5. Administrative Updates
 - A. Northwest Wisconsin Transition Update. Employees continue to assimilate to a new culture quite well. Employee feedback has been positive. Training continues for new employees, and staff and Administration are both looking forward to having the whole organization on one I.T. system in the near future. CCCW Administration met recently with Bayfield County Human Services, the ADRC of the North, and Adult Protective Services in Bayfield County to discuss how to work more collaboratively, while trying to better understand their practices and establishing ways to continue to build processes for supporting that collaboration. The transition continues to run

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- smoothly. Board Member Ken Day asked if an adequate number of providers have been identified in the northwest part of the state; Mark Hilliker replied that there are challenges with local facilities in residential service areas, and that CCCW will be looking at that type of development with creating more opportunities for self-directed supports. In addition, CSL options will be evaluated, which requires no payment of a formal residential rate. CCCW's offer of financial assistance to northwest Wisconsin providers in the form of advance payment equaled \$230,000 to 47 providers. The financial hardship these providers are encountering stemmed from a delay in 2013 payments associated with the NorthernBridges Receivership process.
- B. DHS Request for Proposals (2). RFPs have been let for the Lakeland Care District and three counties (Calumet, Outagamie, and Waupaca) currently providing Family Care service through Community Care Incorporated. CCCW has no interest in competing in either of these regions.
- C. CareDirector Progress Update. Challenges continue to surface with the implementation of CCCW's new I.T. system – CareDirector. A major issue is that the original system CCCW is using was created for a singular county in 2000, and has significant limitations. August 11 is the "go live" date for CareDirector, and the new system is being built to meet specifications for all State/MCO contract requirements. An issue was recently discovered that when information from the Midas system (used in the CCCW northwest region) was recently input into Lotus Notes (used in the CCCW central region), full server capacity was reached. A lot of "clean up" is taking place as fields must match exactly between the systems. Vulnerabilities of the system are being worked through, taking every precaution possible to avoid system breakdowns. The CareDirector company has been very good to work with and very responsive this far.
6. Monitoring Reports
- A. Quarterly Member Report. Some gains in membership have been made. At the beginning of the year, expected enrollments were down by 130 members. While a loss has been seen in the central region, gains have taken place in the northwest. Currently, CCCW is down by about 80-90 people from what was anticipated, due primarily to smaller numbers in the northwest to start with and the earlier than expected reduction of wait lists in Langlade and Lincoln counties. 19.6% of total membership is self-directing one or more cares. This is an area expected to grow in size with the northwest service region.
- B. Monthly CCCW Income Statement. There are three factors impacting the first quarter's figures: a) enrollment numbers b) administrative costs over budget as a result of higher-than-anticipated costs with the I.T. project; and c) lower-than-expected member costs.
- C. Quarterly Balance Sheet. Total equity to date is \$14.5 million. Overall assets are at \$34.7 million, with a large portion situated in a cash account. Risk reserve funds are at \$2.9 million, which were increased by \$700,000 to meet solvency requirements. Solvency reserve funds are currently at \$469,000, which will eventually be liquidated by the State to account for the

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NorthernBridges Receivership. CCCW is currently meeting all risk reserve requirements, and is replenishing the solvency fund liquidated in 2013 due to the bankruptcy of the Community Health Partnership MCO.

- D. Quarterly Self-Directed Supports Usage Report. This report details the 4th Quarter of 2013, and reflects activity in only the five central Wisconsin CCCW counties. 24% of members self-directed in the 4th quarter. The number of members self-directing is forecast to go higher with opportunities to expand self-direction in the northwest part of the state. Supported home care service is used the most by members when self-directing by a large margin. Calculated savings in the 4th quarter for self-direction being employed by members vs. contracted supported home care costs equals \$800,000, which is the highest savings number achieved since CCCW began projecting this cost savings.

At this time, Agenda items 7 and 8 were reversed due to time constraints for one of the board members.

7. Consideration of Appointment of At-Large Member to Board of Directors. A Secret Ballot Vote Will Be Taken As Needed

Ballots were provided to each Board Member in attendance to vote for the at-large member for the next term. On the ballot were the names of Peter Hendler, Peter DeSantis, Ray Bloomer, and Frank Saal. Peter DeSantis received the most votes and was determined to be the next at-large member of the CCCW Board.

8. Board Education/Governance Monitoring

- A. Discussion on Potential Name Changes for Our Organization. Eight potential new names for the organization have been identified. Four each from two categories – one category kept the CCCW acronym and one category did not. A new name for our organization will be provided to the Board in May for discussion and possible action.

- B. Update on Northwest Board Appointments

New CCCW Board members from the northwest counties have been chosen as follows:

- ✓ Dee Kittleson for Bayfield and Douglas counties
- ✓ Ken Mosentine for Barron and Washburn counties
- ✓ David Markert for Polk and Burnett counties
- ✓ Bob Kopish for Iron, Price, and Ashland counties
- ✓ The fifth appointment has not yet been made

9. Motion to go Into Closed Session

Donna Rozar read the motion to go into Closed Session pursuant to Section 19.85(1)(e), Wis. Stats., for the purpose of the discussion of the investment of public funds which for competitive reasons requires a closed session, including discussion of possible proposal for expansion of services to new service area. Motion seconded by Ken Day. Roll call vote taken; all Board Members voted in favor. Motion carried.

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10. Return to Open Session.
11. An announcement was made that no action was taken in Closed Session with the exception of the approval of the Closed Minutes from January 2014.
12. Next Meeting Agenda Items
 - Expansion Update
 - Organizational Name Change Discussion
 - Administrative Reports
 - Monthly Income Statement
 - Board Actions
 - New Board members seated and new Board member orientation conducted. Pictures will also be taken.
 - Discussion about the use of technology for board meetings.
 - Discussion on meeting payment and overnight charges for attendance of board meetings
13. The next Board meeting will occur on **Wednesday, May 28, 2014, at 1 p.m. in the large board room at North Central Health Care in Wausau, Wisconsin.**
14. There being no further business, the meeting was adjourned with a Motion from Ken Day; seconded by Frank Saal. All voted in favor; Motion carried.
15. Meeting adjourned at 5:23 p.m.

Respectfully submitted by Tara Adam, CCCW Executive Assistant