

COMMUNITY CARE CONNECTIONS OF WISCONSIN

Board Meeting Minutes: Approved

DATE: Wednesday, June 22, 2016

PLACE: CCCW Wausau Office

TIME: 1-3 p.m.

PRESENT: Board Members Mary Lou Bergman, Lori Bina, Clarence Campbell, Ken Day, Sam Hardin, David Markert, Janis Ribbens, Dale Schleeter, and Bob Weaver

EXCUSED: Joy Henrich, Donna Rozar

OTHERS PRESENT: Janna Duffy, CCCW Executive Director of Operations, Mark Hilliker, CCCW Chief Executive Officer, Jody Kohl, CCCW Chief Human Resource and Information Officer, Kris Kubnick, CCCW Executive Director of Operations, Jason Taylor, CCCW Chief Financial Officer, Tara Adam, CCCW Executive Secretary

1. The meeting was called to order at 1 p.m. by Board Chair Ribbens.
2. No public comment was given.
3. Motion by Bergman, seconded by Weaver, to approve the Minutes dated May 25, 2016. All voted in favor; Motion carried.
4. Board Updates/Education
 - A. Administrative Updates
 - CEO Mark Hilliker announced the passing of DHS Secretary Kitty Rhoades. Deputy Secretary Tom Engels has been appointed the interim Secretary. A permanent replacement is expected to be announced in the near future.
 - DHS has officially withdrawn the Concept Paper for Family Care/IRIS 2.0.
 - Work continues with a July 1, 2016 implementation date for Rock County. A higher than expected number of members have enrolled, with CCCW holding 55% of the total enrollments in that county. 150 enrollees will join the program each month starting in August and ending in October. Contracts have been completed for 230 out of 400 potential providers with the remainder of those contracts to be completed by July 2016.
 - CCCW staff have responded with great enthusiasm to a request to assist with the completion of approximately 249 new enrollees' 10-day assessments in Rock County. Mark Hilliker offered his appreciation and thanks to those staff who have provided their support in this area.
 - The office in Marshfield is complete and staff have moved into the new space. The Janesville office is also complete with move-in taking place later this week.
 - B. Monitoring Reports
 - Monthly Income Statement. CCCW is doing very well financially and is meeting and/or exceeding budget expectations in all categories. Overall projections with capitation payments continue to be close to anticipated numbers, coming in within \$60,000 at \$82,562,680. There were 107 new

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enrollments with a higher-than-budgeted net gain of 16 members in May 2016. One-time administrative costs are anticipated to continue to decrease throughout the remainder of 2016. Service coordination costs are \$24 PMPM below projection, positively affecting an overall net income of \$355,000.

5. Board Discussion/Action

A. Wipfli Annual Audit Update

- CFO Jason Taylor announced that no changes in the Wipfli financial statements were made as a result of additional testing required by DHS.

B. Election of Board Officers

- Ken Day nominated Janis Ribbens for the position of Board Chair; David Markert seconded. Ken Day made a motion to cast a unanimous ballot and close nominations; Sam Hardin seconded the motion. All voted in favor. Motion carried.
- Mary Lou Bergman nominated Ken Day for the position of Board Vice-Chair. Lori Bina seconded. David Markert made a motion to cast a unanimous ballot and close nominations; Lori Bina seconded the motion. All voted in favor. Motion carried.
- David Markert nominated Donna Rozar for the positions of Secretary and Treasurer; Lori Bina seconded. Ken Day made a motion to cast a unanimous ballot and close nominations; Mary Lou Bergman seconded the motion. All voted in favor. Motion carried.

C. Collection of Signed Board of Directors Conflict of Interest Policy and Disclosure Form

A Conflict of Interest Policy and Disclosure Form was submitted to the Board in their packet; Board Chair Ribbens requested that each Board Member sign and date the form and return to Tara Adam for recordkeeping purposes.

6. Closed Session

Board Member Bergman read the motion to go into Closed pursuant to Section 19.85(1)(e), Wis. Stats. for the purpose of discussion of the investment of public funds or conduct of other specified public business which for competitive reasons requires a Closed Session, including discussion regarding business opportunities for Agency under reform Family Care programs and statutory changes. Motion seconded by Day. Roll call vote taken; all voted in favor. Motion carried.

7. Return to Open Session.

8. No announcements were made related to any actions that may have taken place in Closed Session.

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9. Next Meeting Agenda Items
 - A. Monitoring Reports
 - Quarterly Member Reports
 - Monthly Income Statement
 - Quarterly Balance Sheet
 - Annual External Quality Review Report (MetaStar)
 - Quarterly Business Sustainability Report
 - Quarterly Self-Directed Supports Usage Report
 - Semi-Annual CCCW Strategic Plan Implementation Report
 - B. Board Discussion/Action
 - Review/Reaffirm Sections 1 and 2 of the Board Policy Manual (Mission/Values and Outcome Policies)
 - Review Organizational Bylaws
10. The next two Board meetings will occur on Wednesday, July 27, and Wednesday, August 24, 2016 at 1 p.m. at CCCW's Wausau Location – 1200 Lakeview Drive, Suite 100, Wausau, WI 54403. Videoconferencing will take place at CCCW's Hayward location - 15618 Windrose Lane, Suite 108, Hayward, WI 54843.
11. There being no further business, the meeting was adjourned with a Motion from Markert, seconded by Bina. All voted in favor; Motion carried.
12. Meeting adjourned at 1:55 p.m.

Respectfully submitted by Tara Adam, CCCW Executive Assistant