

COMMUNITY CARE OF CENTRAL WISCONSIN

Board Meeting Minutes: Approved

DATE: August 26, 2009
PLACE: Central Wisconsin Airport, Conference Room A
TIME: 3:00 – 5:00 p.m.
PRESENT: Jim Clark, Ken Day, Peter DeSantis, Lonnie Krogwold, Rob Kublank, Keith Langenhahn, Janis Ribbens, Donna Rozar
EXCUSED: Peter Hendler
OTHERS PRESENT: Tara Adam, Jim Canales, Mark Hilliker, Lucy Runnells, Jody Zuege

1. The meeting was called to order at 3:00 p.m. by Chairperson Ken Day.
2. Notice of this meeting was provided to Marathon, Portage, and Wood County Clerks; major newspapers of Wausau, Marshfield, Wisconsin Rapids, and Stevens Point; and the CCCW website.
3. No public comment was made.
4. Motion by Jim Clark; seconded by Peter DeSantis, to approve the minutes dated July 22, 2009. Motion carried.
5. Board Policy
 - A. Executive Limitations Policy Statement
Chairperson Day stated that in accordance with the policy governance procedure that CCCW's Board of Directors follows, executive limitations for the CEO should be considered and discussed. Material was provided to the Board regarding these limitations based on state requirements and statutes, as well as program requirements for Family Care. The Board discussed these suggested policy statements in detail, revising some of them to pertain in greater detail to CCCW and its CEO. Janis Ribbens suggested adding a sentence to state that the Board should always be apprised when the policy is not able to be met, and that the Board should always be aware of changing financial resources. There were other points in the suggested Policy Statements that Chairperson Day will revise to reflect a more accurate portrayal of CCCW's budget and CEO expectations. There will be a continuation of this discussion at the September Board meeting.
 - B. Strategic Planning – Mission Statement Review
Mark Hilliker asked the Board members for their feedback regarding the wording of CCCW's Mission Statement, and added that sessions are scheduled with all staff members to solicit their input, as well. Board Members offered their opinions of which particular words were important in the existing Mission Statement, and then offered their views of identifying key words or statements they felt needed to be added to the new Mission Statement. All of the suggestions will be assembled with a recommendation for an updated/revised Mission Statement, and will be presented at the September Board Meeting.
6. Education/Policy Discussion
 - A. Administrative Update
CEO Jim Canales distributed a memo to the Board outlining an unexpected net income loss incurred during the first six months of 2009, along with a PowerPoint presentation describing the current financial situation. Points discussed were:
 - ✓ The CCCW capitation rate for members being served at the comprehensive level from 1/1/09 to 6/30/09 will increase by \$19.34 per member, per month.
 - ✓ ICFMR (Intermediate Care Facility for the Mentally Retarded) relocation funding will decrease approximately \$50,000 during this same time period due to implementation of less costly care plans than originally projected for members relocated from these facilities.

- ✓ The final cost for opening and using a short-term line of credit is \$12,788.
 - ✓ A negative balance on CCCW's monthly income statement has resulted primarily from unexpected provider claims for the 1st Quarter of 2009. The Power Point presentation showed how challenging it is to keep costs under management currently, which is a top priority for all MCO's providing Family Care.
- B. Board President Update
- ✓ Chairperson Day stated that a letter will be mailed to Portage County on August 27 requesting a response to the sick leave conversion proposal.
 - ✓ Jim Canales mentioned that he confirmed with Linda Weitz that the ADRC plans to begin implementation of Langlade County on November 1, 2010. There is a likelihood that the ADRC will want to begin both Langlade and Lincoln counties at the same time if the Board votes to accept Lincoln County as a new partner.
7. The next Board meeting will occur on September 23. Topics to be discussed at the next meeting include:
- A. Executive Limitations
 - B. Mission Statement Update
 - C. Budget Review
 - D. 3-year Business Plan Discussion
 - E. Residential Cost Handouts and Discussion
8. Meeting Adjourned at 5:00 p.m. with a motion from Donna Rozar; seconded by Rob Kublank.

Respectfully submitted by Tara Adam, CCCW Executive Assistant