

COMMUNITY CARE OF CENTRAL WISCONSIN
Board Meeting Minutes: Approved

DATE: November 26, 2007
PLACE: Central Wisconsin Airport, Lower Level Conference Room
TIME: 3:00 – 4:30 PM
PRESENT: Jean Bitner, Jim Clark, Ken Day, Lonnie Krogwold, Keith Langenhan, Tom Pitcher and Janis Ribbens
EXCUSED: Patricia Arnold, Peter Hendler
OTHERS PRESENT: Steven Bantz, Mary Jo Bartkowiak, Todd Breaker, Bernadette Brown, Jim Canales, John Chrest, Kathy Conway, Sherrie Cox, Donna Finch, Mary Heiden, Terry Howard, Mike Hornisher, Jeff Jester, Glenn Lamping, Allison Lourash, Jody Marchel, Kate Norby, Jo Poeske, Kathy Roetter, Lucy Runnells, Ron Schmidt, Vicki Tylka, Amy Vetter, Carol Winter

1. The meeting was called to order at 3:00 PM by Chairperson Ken Day.
2. Notice of this meeting was provided to Marathon, Portage and Wood County Clerks and major newspapers of Wausau, Marshfield, Wisconsin Rapids, and Stevens Point. No public comments were made.
3. Motion by Jim Clark, seconded by Tom Pitcher to approve the October 10, 2007 minutes without change. Motion carried.
4. No modifications of the agenda were made.
5. Update: Family Care developments/Project Manager's Report
 - a. State Budget (Jim Canales): Family Care ADRC and MCO expansion funding was left in the State budget. CCCW is still waiting for a blended rate that will be used by Millimen to analyze its fiscal implications for CCCW. Portage County received a 1.65% decrease in their rate for the year 2008.
 - b. Certification Kickoff (Kate Norby): CCCW participated in a certification kickoff on October 25, 2007. The initial meeting outlined requirements and identified leads for the certification process that will need to be complete before CCCW can enter into contract with the State to operate Family Care in Marathon, Portage, and Wood Counties.
 - c. Work plan Update (Jim Canales): An updated work plan for Phase I was provided to the board reflecting the most recent timelines – a start date of August 1, 2008 for Marathon County and December 2008 for Wood County. Updated work plans will be provided in future board packets. The State has raised questions about incorporation, which may call for legal counsel.
6. There were no expenditure requests.
7. Discussion ensued regarding the need to prepare to go before county boards for final approval. The rate, legal counsel, and a financial analysis from Marathon and Wood Counties are required before this can happen.
8. The Request for Quotes for HR consultation was sent to three organizations and only resulted in one response – WIPFLI. Their quotes are split into several areas for the Board's consideration and review. The board will invite WIPFIL representatives to a future meeting to discuss the proposal in more detail.
9. Lucy Runnells completed a GAP analysis of the Portage County IT System Lifespan using the findings and recommendations from the TMG/Virchow Krause project done with

LaCrosse. Most of the identified gaps have to do with increasing automation and exploring a third party administrator. The current system was determined to meet the functional requirements identified in the project and the gaps reflect enhancements to the system. Ken Day stated that based on the GAP analysis and IT report that will be coming from the county IT Directors, the board should be able to make a decision about whether CCCW should approve the use of Lifespan for CCCW.

10. Next Steps:

- a. Analysis of the fiscal implications of the State's proposed rate
- b. Investigation of legal counsel – As stated in 5c, legal counsel regarding issues of incorporation and a 66.03 agreement are needed. Dean Dietrich could be asked to give feedback. Future legal counsel needs will be expanded and will include member issues such as guardianship, protective services, confidentiality, and member rights. The discussion regarding what type of legal counsel the new organization will need can be delayed for future discussion.
- c. Invite WIPFLI to discuss the proposal and answer questions.
- d. Review IT Preliminary Report

11. The next meetings will take place in the lower level (basement) conference room of CWA on: **December 10, 2007 from 3:00 – 4:30 PM**

12. Motion by Keith Langenhahn, seconded by Janis Ribbens to adjourn at 5:00 PM. Motion carried.