

COMMUNITY CARE OF CENTRAL WISCONSIN
Board Meeting Minutes: Approved

DATE: July 28, 2010
PLACE: Central Wisconsin Airport, Conference Room A
TIME: 3 p.m.
PRESENT: Ken Day, Jim Clark, Peter DeSantis, Peter Hendler, Lonnie Krogwold, Keith Langenhahn, Donna Rozar, Janis Ribbens
EXCUSED: Rob Kublank
OTHERS PRESENT: Jim Canales, Mark Hilliker, Lucy Runnells, Tara Adam

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 Janis Ribbens, seconded by Keith Langenhahn, to approve the Minutes dated June 23, 2010. Motion carried.
5. Board Education/Governance Monitoring Reports
 - A. Administrative Update
 - ✓ Jim Canales reported that CCCW has signed a lease with North Central Health Care to expand CCCW office space to the second floor of the North Central Health Care building. The lease duration is from 2011 to 2016, concurrent with the 5-year RFP. Antigo and Merrill locations for CCCW office buildings are being analyzed at this time.
 - ✓ CCCW has volunteered to be part of an upcoming Family Care audit, which will be conducted by an audit committee driven primarily by advocacy groups and providers who have logged complaints with legislators regarding rate reductions, untimely provider payment, and the funding of Family Care, which providers do not see as sustainable into the foreseeable future. The audit will be broad in scope and will analyze cost effectiveness, quality of services, and access to services.
 - ✓ Internal organizational restructuring has been occurring, as CCCW management examines its operational standards. At the same time, the State of Wisconsin has contracted with a Third Party Administrator, who will provide claims processing for all MCOs, and expanded services for CCCW. CCCW foresees no permanent layoffs at this time.
 - ✓ The 2011-2013 Business Plan is currently being prepared, and is due on October 15 to the Department of Health Services. Difficulties arise in the due date of the Business Plan and the date of Business Plan approval by the Board; therefore, the Board agreed to change the October 28, 2010 Board meeting to October 11, 2010.
 - ✓ Lucy Runnells informed the Board of the need for CCCW to access a short-term Line of Credit granted to CCCW for the purpose of borrowing funds due to the gap in capitation payment from the State of Wisconsin in the month of June each year. \$3.6 million was borrowed over a 3-week period; interest costs and legal fees amounted to approximately \$5,000.

CCCW Board Meeting Minutes – July 28, 2010**B. Monitoring Reports**

- ✓ There are no significant changes with the member report. Board Member Rozar inquired as to the low percentage of members self-directing their supports in Wood County; it was stated that over time, those numbers are anticipated to rise as the Family Care program and its benefits become familiarized in counties that are new to Family Care.
- ✓ A slow increase in revenue is being realized; however, there are continuing challenges with institutional costs. Lucy Runnells explained that CCCW is analyzing all service categories and members within those categories and will compare 2009 costs to 2010 costs. Another challenging area of increased costs is linked to a new State rate methodology called “RUGS,” which is a rate determined by the assessment a nursing home provides with the enrollment of a new member. Over the course of the last year, CCCW has seen a 12-15% increase in those rates.
- ✓ June’s capitation payment was not received in June, and is reflected in the balance statement provided to the Board.
- ✓ Mark Hilliker summarized the MetaStar Annual Quality Review Report, which focuses on operating factors. The review was very positive with MetaStar finding few areas where improvement was needed. There has been substantial progress in addressing the few areas of shortfall. CCCW is currently developing information technology tools to better track services that are authorized, which will assist in one of the areas MetaStar would like enhancement. Mark also stated that CCCW ranked as one of the top three MCOs related to member satisfaction, which shows that members feel a high level of satisfaction with the organization, even in the midst of expansion during 2009.
- ✓ Mark also discussed the Quarterly Employment Network report, which involves a “Ticket to Work” program. This program offers a ticket to work for anyone eligible through SSA, allowing them to work toward a vocational goal. CCCW is the only MCO that is an Employment Network, and currently holds two tickets. Revenue may be generated for CCCW as ticket holders start to reach their employment goals.

6. Board Policy Discussion**A. Review and Consider Adoption of Langlade and Lincoln County Board Resolution Draft**

- ✓ Two draft resolutions to authorize delegation of long-term care services to CCCW were distributed to the Board. An amendment for the resolution with Lincoln County is needed to state that services will begin on April 1, 2011. With the amendment, Jim Clark motioned, and Keith Langenhahn seconded, to approve the two resolutions. Motion carried.

B. Review and Consider Adoption of Revised CCCW Bylaws – Section IV, Board Members (Section 4.02 – Term)

- ✓ Review took place regarding the addition of term limitation language to the Bylaws. The Board was in favor of this additional language.

CCCW Board Meeting Minutes – July 28, 2010

7. Next Meeting Agenda Items
 - A. Monitoring Reports
 - Member Report
 - Income Statement
 - B. Board Actions
 - Review the Next Year's Budget Development Assumptions
8. The next Board meeting will occur on August 25, 2010 from 3-5 p.m. in Meeting Room A at Central Wisconsin Airport.
9. There being no further business, Motion by Donna Rozar; seconded by Jim Clark, to adjourn. Motion carried.

Respectfully submitted by Tara Adam, CCCW Executive Assistant