

COMMUNITY CARE OF CENTRAL WISCONSIN

Board Meeting Minutes: Approved

DATE: September 22, 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, Jody Kohl, Tara Adam, Jackie Szehner

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, Stevens Point and Merrill; and the CCCW website.
3. No public comment was made.
4. Motion by Peter Hendler, seconded by Janis Ribbens, to approve the Minutes dated August 25, 2010. Motion carried.
5. Board Education/Governance Monitoring Reports
 - A. Administrative Update
 - ✓ Jim Canales stated that communication was provided to Administrator Susan Crowley at the Department of Health Services offering suggestions and actions for full entitlement of wait list participants from Marathon and Wood County.
 - ✓ A great deal of staff time has been spent with Business Plan development and the new State Residential rate setting methodology. There have been numerous presentations by the Department of Health Services with the layout of the new rate methodology; however, it is unknown at this time what the fiscal impact for CCCW will be. A meeting will take place on September 28 with the final details for use in creation of the Business Plan.
 - ✓ CCCW's capitation rate for 2011 will be \$2,996.50, down 1.5% from the 2010 rate.
 - ✓ CCCW is one of four MCOs who will be visited by DHS staff for interest in the development of a statewide Information Technology system. A site visit will take place the week of September 28. (Delayed until October.)
 - ✓ A Letter of Intent was signed to lease office space in Merrill.
 - B. Monitoring Reports
 - ✓ There are no significant changes with the member report.
 - ✓ Due to additional capitation revenue, CCCW's net income increased almost \$100,000 in August. In addition, member cost share dollars were above what revenues had been projected, contributing to the increase in net income.
 - ✓ Mark Hilliker updated the Board on Bringing Care Under Management, stating that a significant amount of work has been done in the three major areas of the plan. The area where the most attention has been focused is in contracting and authorizing services, especially with residential costs as they gradually increase.

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Evaluation of the utilization of all services is being done with the creation of the 2011-2013 Business Plan. The biggest area of concern in reviewing utilization data is the service plan expectation regarding expansion to Langlade and Lincoln Counties in 2011.

6. Motion to go Into Closed Session
Peter DeSantis motioned to go into Closed Session pursuant to Section 19.85(1)(c) and (f), Wis. Stats., for the purpose of considering compensation of public employees over which the Board exercises jurisdiction and discussion of investment of public funds which for bargaining reasons requires a Closed Session, including discussion regarding status of contract negotiations with Union representing Agency professional employees. Motion seconded by Keith Langenhahn. Roll call vote taken; all voted in favor.
7. The Board returned to Open Session with a Motion from Keith Langenhahn; seconded by Lonnie Krogwold; Motion approved.
8. An announcement was made that there were no Board actions taken in Closed Session.
9. Board Policy Discussion
 - A. Review and Approval of the 2011 Budget Development Assumptions
Chairperson Day stated that for next year, budget assumptions to be considered include:
 - ✓ A \$2.9 million operating margin to bring the State risk reserve requirement to \$6.2 million.
 - ✓ For years beyond 2011, discussion took place regarding an annual percentage return or dollar amount of a reserve requirement set by CCCW. Lucy Runnells suggested compiling data from CCPC statistics to reflect areas of ebbs and flows in the financial area. The Board will establish targeted operating margins at a future meeting.
 - B. Review and Approval of Board Member Compensation for Fiscal Year 2011
Donna Rozar motioned to continue the approved Board Member Compensation rate at \$45 for each meeting; seconded by Jim Clark. Motion approved.
 - C. Discussion of the Process to be used to Identify the CCCW Board Appointed Member to the CCCW Board to Begin Serving a Term Effective January 2011
Chairperson Day reiterated that, starting in 2011, each county in the CCCW region will be represented by two Board members from those respective counties. Those 10 members will appoint an eleventh member. He will create a process, based off of suggestions from this discussion, to begin soliciting names in November and December, with the final appointment taking place in February 2010.

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10. Next Meeting Agenda Items

Lincoln and Langlade County representatives will be invited to begin attending CCCW Board meetings as soon as they have been appointed by their respective counties.

➤ Administrative Reports

- Member Report
- Income Statement
- CCCW Strategic Plan Implementation Report
- Employment Network Report
- Self-Directed Supports Usage Report

➤ Board Actions

- Using the Executive Director's position description, the organization's outcome statements, and the annual Executive Director organizational and professional development goals established in January, the Board reviews the process for conducting the Executive Director's performance review and completes individual Board members assessment for the Executive Director's performance.
- Approve the CCCW 3-Year Business Plan.
- Approve the next year's annual budget.
- Review employment process.
- Closed Session to discuss personnel issues.

11. The next Board meeting will occur on October 11, 2010, from 3-5 p.m. in Meeting Room A at Central Wisconsin Airport.

12. There being no further business, Motion by Janis Ribbens, seconded by Keith Langenhahn, to adjourn. Motion carried.

Respectfully submitted by Tara Adam, CCCW Executive Assistant