

COMMUNITY CARE OF CENTRAL WISCONSIN

Board Meeting Minutes

DATE: January 26, 2011

PLACE: Central Wisconsin Airport – Mosinee, WI

TIME: 3 p.m.

PRESENT: Jim Clark, Peter DeSantis, Peter Hendler, Donna Rozar, Janis Ribbens, Gene Simon

EXCUSED: Ken Day, Arlene Meyer, David Morse, Judy Karpf

OTHERS PRESENT: Jim Canales, Mark Hilliker, Lucy Runnells, Jody Kohl, Tara Adam, Jackie Szehner, Cheryl Ketelhut – Taylor County LTS Coordinator/ Northwoods Planning Committee, Amber Falloz – Taylor County/ ADRC Northwoods Planning Group; Joe Fortman – Vilas County and ADRC Northwoods Planning Group

1. The meeting was called to order at 3:08 p.m. by Secretary Jim Clark.
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. Board Member introductions were made as new Board Member Gene Simon was in attendance. Also in attendance were members from Taylor and Vilas Counties representing interest and for information gathering for Family Care expansion to those counties.
4. Joe Fortmann from Vilas County introduced himself and others in attendance from the non-Family Care counties in attendance. They were there to observe and to let the Board know that they have an interest in having CCCW consider further Family Care expansion to the North.
5. Motion by Janis Ribbens, seconded by Donna Rozar, to approve the Minutes dated December 22, 2010. Motion carried.
6. Consideration of Election of Officers for Period of January-June 2011.
 - ✓ This item will be postponed until the February 2011 Board meeting.
7. Board Education/Governance Monitoring
 - A. Overview of Board Governance Documents
 - ✓ This item will be postponed until the February 2011 Board meeting.
 - B. CEO/Administrative Update
 - ✓ Work Plan Discussion. A detailed 2011 organizational Work Plan was provided to the Board which includes goals, objectives, and action plans that are representative of and tied to the five Board End Statements. The 2011 goals are no different from the 2010 goals. Many objectives will carry over into 2011 as ongoing issues needing improvement and development, along with the action plans for those objectives. Goals and comments regarding them are as follows:
 1. All CCCW Members will be thoroughly informed about Self-Directed Supports opportunities. Board Member Ribbens commented about her own SDS experience, in that along with the cost-effectiveness of self-directing her own supports, both she and her employees are comfortable because they know each other, there is a good care worker retention rate, and it increases her own independence.

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2. CCCW members participating in the SDS option will receive adequate and appropriate organizational support toward making their SDS participation successful. After the Aging & Disability Resource Center explains the SDS option to new members, CCCW's role is to make sure that members are provided education and support with SDS. Approximately 20% of CCCW members participate in SDS.
 3. CCCW will meet or exceed program quality standards as set forth by the State/CCCW 2011 contract.
 4. Family Care services delivered by CCCW will result in members reporting a high level of satisfaction with service quality. A member satisfaction survey is completed each year to ensure that members enrolled in CCCW are satisfied with their care management needs.
 5. CCCW will support members seeking to achieve optimum personal outcomes consistent with stated individual needs assessments. Evaluation of success is partially determined by the number of appeals and grievances filed each year. That number has been minimal throughout both 2009 and 2010.
 6. CCCW will regularly review and modify existing service models and develop new methods to most cost effectively deliver the Family Care benefit.
 7. CCCW will continually evaluate and plan for optimum operation of all present and future organizational operating systems. Goals 6 and 7 allow for continuous work and progress in these areas. Other items related to the last two goals are the development of prevention and wellness components, the development of a statewide information technology system, and the development of a consistent statewide provider rate setting methodology.
 8. CCCW will strive to deliver Family Care services in a manner that addresses the needs/outcomes of all organizational stakeholders. Ongoing.
 9. CCCW will anticipate and pursue all opportunities to remain programmatically operational and fiscally viable. 9 out of 11 objectives identified here were met in 2010; work continues to develop accurate and timely data to be cost-effective.
- C. Monitoring Reports
- ✓ No significant changes were announced with the member report.
 - ✓ The income statement showed an ongoing increase in residential care costs which will reflect in a deficit for January 2011. Discussions with the Department of Health Services have taken place as to the high number of residential referrals and placements that have occurred, and how to resolve the continued decrease in revenue. 340 actual referrals were received in 2010 for residential placement, which is 161% over budgeted numbers. Included in this number are members referred through the State Community Relocation Initiative (CRI). 41 CRI members were budgeted in 2010; 108 referrals were received, which is 263% more than planned. CCCW is at a point where it cannot sustain the number of higher cost, residential-bound referrals coming into the Family Care program. In addition, 2011 is beginning with 84 less members than budgeted for. Strategies to address these issues include discussion with DHS, evaluating the strength-based care planning initiative, reviewing the long-term care functional screen for

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- accuracy, and looking at all organizational cost-saving opportunities. Board Member Rozar reiterated her desire to not decrease the quality of care that CCCW members are receiving.
- ✓ An SDS Usage Report was presented by Mark Hilliker, which breaks down information of the usage of Self-Directed Supports by target group. In the 3rd Quarter of 2010 alone, almost one million hours of Supportive Home Care were completed, amounting to almost a \$624,000 savings.
 - ✓ A report on grants and other resources was provided to the Board. In 2010, a total of \$128,000 was received by CCCW that addressed member employment alternatives in our service region.
 - ✓ A Quality Management Evaluation summary was provided to the Board which highlighted various quality measures done in 2010 and then showed the conclusions of the effectiveness of the Quality program within the organization.
8. Motion to go Into Closed Session
Jim Clark 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 Donna Rozar. Roll call vote taken; all voted in favor.
9. In the return to Open Session, an announcement was made that there were no Board actions taken in Closed Session.
10. Board Policy Discussion/Actions
- A. Establishment of Schedule to Review and Consider Modification to Board Governance Documents
 - ✓ This item will be postponed until the February 2011 Board meeting.
11. Next Meeting Agenda Items
- Administrative Reports
 - Member Report
 - Income Statement
 - Balance Sheet
 - Quarterly Quality Indicator Report
 - Employment Network Annual Report
 - Board Actions
 - Board Listening Session with Stakeholders
12. The next Board meeting will occur on February 23, 2011, at 3 p.m. in Meeting Room A at Central Wisconsin Airport.
13. There being no further business, the meeting was adjourned by Secretary Jim Clark.

Respectfully submitted by Tara Adam, CCCW Executive Assistant