



COMMUNITY CARE OF CENTRAL WISCONSIN

Board Meeting Minutes: Approved

DATE: January 25, 2012
PLACE: Meeting Room A, Central Wisconsin Airport, Mosinee, WI
TIME: 3-5 p.m.
PRESENT: Board Members Jim Clark, Ken Day, Peter DeSantis, Peter Hendler, Jim Jansen, Arlene Meyer, Janis Ribbens, Donna Rozar, Gene Simon
EXCUSED: Board Members Judy Karpf and Rob Kublank
OTHERS PRESENT: Jim Canales, CCCW Chief Executive Officer; Mark Hilliker, CCCW Chief Operations Officer; Jody Kohl, CCCW Chief Human Resources and Information Officer, Jason Taylor, CCCW Chief Financial Officer; Tara Adam, CCCW Executive Assistant

1. The meeting was called to order at 3:00 p.m. by Board Chair Ken Day.
2. Notice of this meeting was provided to Langlade, Lincoln, Marathon, Portage, and Wood County Clerks; major newspapers of Wausau, Marshfield, Wisconsin Rapids, Stevens Point, Antigo, and Merrill; and the CCCW website.
3. No Public Comment.
4. Motion by Donna Rozar, seconded by Janis Ribbens, to approve the Minutes dated November 30, 2011. Motion carried.
5. Motion to go Into Closed Session
Donna Rozar made a motion 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 Arlene Meyer. Roll call vote taken; all voted in favor.
6. Return to Open Session. CCCW staff returned to the meeting.
7. In the return to Open Session, an announcement was made that the Board made a decision to retain the employment of Mr. Jim Canales as the CEO of CCCW.
8. Board Education/Governance Monitoring
 - A. Administrative Updates
 - ✓ CEO Updates
 - There is no further news at this time on the process of how the enrollment cap will be lifted. There are currently about 350 people on the wait list in our service region.
 - CCCW is renting additional space from NCHC in Wausau in anticipation of adding new staff to serve those on wait lists; staff in the Wausau location will be moving to the rented space this week. In Marshfield, CCCW's office will likely be relocated later this year to the mall containing Youngkers due to current lack of space and inability to expand at that facility.

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✓ 2011 Work Plan

- 2011 was a solid year for CCCW. Significant progress was made in Self-Directed Supports; CCCW maintained a 20% level of participation, which is ranked the highest among all MCOs. In addition, all quality indicators and measurements were highly rated. A handout was provided showing the downward trending of 2009-2011 Per Member Per Day (PMPD) costs; the role of strength-based planning contributed to a large part of the success in that area.
- 2012's Work Plan will better align the organizational initiatives, such as the CCCW Strategic Plan and the Business Sustainability Plan, to the Board Outcome Statements. Objectives that stand out for 2012 include, among others, the opportunity for program expansion, Virtual Pace, IT system options, increasing use of SDS to 25%, and moving to a greater use of supported living options. In addition, an initiative will be implemented in 2012 that consists of supporting and strengthening community connections of CCCW members, allowing them to be better integrated and to be full citizens of their communities. More specific measurement processes will be taken in 2012 with set thresholds. As the Virtual PACE initiative has a target date of January 1, 2013, the Board requested that the 2012 Work Plan include CCCW's pursuance of a PACE grant and, if awarded, that CCCW would successfully implement the same.

B. Monitoring Reports

- ✓ Member Report. CEO Jim Canales reported that membership has increased to over 3,200 members. Institutional member costs over the last three months have significantly been lowered. A "Success Story" was read to the Board which described a successful transition for a CCCW member desiring to move from a nursing home (\$150/day) into a Community-Based Residential Facility (\$75/day). This move ultimately cut the cost in half while, at the same time, providing the outcome the member wished for.
- ✓ Income Statement. By the end of 2011, a net income is expected of \$5.4 million.
- ✓ Balance Sheet. From a working capital standpoint, there were significant improvements and strengthening in financial stability. It is predicted by end of year 2011, all three solvency protection requirements will be met to allow CCCW to be fully solvent.
- ✓ 2012 Provider Adequacy and Capacity Report. Mark Hilliker distributed a handout showing information that CCCW has adequate provider capacity within its network. CCCW is again certified for 2012 in this area.
- ✓ Quarterly Bringing Care Under Management Report. Mark Hilliker provided a handout, describing its three major objectives and showing evidence how CCCW is moving toward full implementation of the plan. The Business Sustainability Committee continues to look at a variety of plans for 2012 that will be shared with the Board upon completion.

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- ✓ Annual Internal Quality Review. A handout of the internal Quality Review was shared with the board, providing a detailed layout of quality improvement and monitoring using a variety of measures across the organization. Overall CCCW member satisfaction is at 95%.
 - ✓ SDS Usage Report. Currently, 20.6% (660) CCCW members are using a form of Self-Directed Supports. It was stated that CCCW is saving between \$2.5 million to \$3 million/year in supportive home care costs when members self direct those cares.
 - ✓ Annual Grant and Other Resources Acquisition Report. A handout was provided showing the grants that CCCW was involved with in 2011 – the “Board for People with Developmental Disabilities SPARKS” Grant, of which CCCW Board Member is a primary recipient, and the “Let’s Get To Work Partnership” Grant.
9. Board Policy Discussion/Actions
- Review and Consideration of Modifications to the End/Outcome Policy Statements.
End/Outcome Statement #1 was revised from, “All eligible Community Care of Central Wisconsin members are thoroughly informed about Self-Directed Support opportunities in Family Care, and receive organizational support toward making their participation in Self-Directed Supports successful.” to “All eligible Community Care of Central Wisconsin members are thoroughly informed about opportunities in Family Care, including Self-Directed Supports, and receive organizational support toward making their participation in Family Care successful.” Motion by Jim Jansen, seconded by Janis Ribbens, to approve the change to End Statement #1. All voted in favor; Motion carried.
 - Review and Consider Modifications to Other Board Policies.
No modifications made.
 - Review and Finalize 2012 Board Calendar and Monitoring Report Schedule.
At this time, the Board will choose to stay with the dates provided in the 2012 Board Calendar.
 - CEO Announcement of Intent to Pursue Implementing the Compensation and Benefits Study with Wipfli with Possible Action by the Board.
CEO Jim Canales requested that the Board approve contracting with WIPFLI to review the current organizational wage and benefit structure schedule, to assure that CCCW remain competitive within the industry marketplace and to remain internally equitable with regards to employee pay. The cost to review solely the current salary schedule is between \$8,000-\$10,000; the cost to review both the current salary schedule and the benefit structure ranges between \$11,000-\$14,000. The Board was in agreement that although the economy is going through difficult times, with the Family Care program being relatively new, the review is necessary to ensure equitable fairness. Motion by Peter Hendler to adopt the full review of both the current salary and benefit structure; seconded by Jim Jansen. All voted in favor; Motion carried.

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10. Next Meeting Agenda Items
 - Virtual PACE update
 - Union Update
 - Specialized Transportation Status
 - Administrative Reports
 - Member Report
 - Income Statement
 - Quarterly Quality Indicator Report
 - Annual Employment Network Report
 - Board Actions
 - Board Listening Session With Stakeholders
11. The next Board meeting will occur on Wednesday, February 22, 2012, at 3 p.m. in Meeting Room A at Central Wisconsin Airport.
12. There being no further business, the meeting was adjourned with a motion from Arlene Meyer, seconded by Donna Rozar. Motion carried.

Respectfully submitted by Tara Adam, CCCW Executive Assistant