

# COMMUNITY CARE OF CENTRAL WISCONSIN

## Board Meeting Minutes: Approved

**DATE:** July 22, 2009  
**PLACE:** Central Wisconsin Airport, Conference Room A  
**TIME:** 3:00 – 5:00 p.m.  
**PRESENT:** Ken Day, Peter DeSantis, Peter Hendler, Lonnie Krogwold, Janis Ribbens, Donna Rozar  
**EXCUSED:** Rob Kublank, Jim Clark, Keith Langenhahn  
**OTHERS PRESENT:** Tara Adam, Jim Canales, Mark Hilliker, Lucy Runnells, Jody Zuege

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 Peter Hendler; seconded by Donna Rozar, to approve the minutes dated June 24, 2009. Motion carried.
5. Board Policy Discussion
  - A. Organization's Value Statements  
Chairperson Day requested that the members of the Board provide examples of how the Board can follow and has complied with the Value Statements. Discussion took place regarding the six Value Statements, which consist of Respect, Communication, Integrity, Teamwork, Choice, and Flexibility. Each member offered examples of qualities the Board has demonstrated for these statements.
  - B. Performance Appraisal  
It was stated that one of the four categories of Board Policy is the relationship between the CEO and the Board. Based upon that, Chairperson Day suggested that a performance appraisal process for Jim Canales be conducted by December 31, 2009, centered upon the organization's End Statements. Mr. Day stated that he will provide a draft instrument tool for the performance evaluation, possibly at the October Board meeting. Other Board Members discussed having a special, separate session for the performance evaluation to allow for completion by the end of 2009. Executive Limitations for the CEO will be a topic at the next Board Meeting, possibly having a role with the performance evaluation while based upon End Statements.
  - C. Expansion of Langlade and Lincoln Counties  
Jim Canales provided reports to the Board consisting of a financial analysis and his written recommendation of expanding CCCW into Langlade and Lincoln counties. The CCCW expansion dates will be determined by ADRC funding and expansion dates, but at this time, CCCW would commit to begin operations for Langlade County on 9/1/2010, and for Lincoln County on 1/1/2011. Ken Day stated that the addition of the two counties will require a redrafting of the Bylaws, along with restructuring of the CCCW Board due to representation. He suggested that the Board restructuring would take place on July 1, 2010. Donna Rozar motioned to accept and approve the CEO's recommendation for approval into Langlade and Lincoln Counties; Peter DeSantis seconded the motion. All Board members voted in favor.

- D. Approval of CCCW Strategic Planning Strategy  
Mark Hilliker asked for approval from the CCCW Board for the Strategic Planning Strategy for two reasons:
- ✓ Broader Policy Implications
  - ✓ Legitimizing work between our organization and our stakeholders by showing that our Board upholds this message.
- Mark stated that staff will be urged to become involved, and that there is potential to create a core committee with representation from the State of Wisconsin. Peter Hendler motioned to endorse the Strategic Planning process; Lonnie Krogwold seconded. All Board members voted in favor.
6. Education/Policy Discussion
- A. Administrative Update
- ✓ Monthly financial reports were distributed, with “per member per month” costs most notable as having decreased \$20. The net income was \$777,128 for the month of June.
  - ✓ Lucy Runnells stated that the 1st Quarter Retro Rate Adjustment from the State of Wisconsin is anticipated at any time.
  - ✓ A member satisfaction survey summary sheet, broken down by county, was distributed. Mark Hilliker stated that overall, most people surveyed are very satisfied with our program, and that the results are very similar for the three counties of Marathon, Portage, and Wood in that our members rated CCCW very highly. The survey will again be conducted again in six months to one year for comparison.
  - ✓ The MetaStar Annual Quality Review results were distributed, with the Board Members questioning notations for recommendations for improvement. Jim Canales stated that although recommendations for improvement were noted, he did not consider them to pose significant work to accomplish, and that work had already begun on making the improvements noted. The entire Annual Quality Review will be posted on the CCCW website.
- B. Board President Update
7. Motion by Peter DeSantis; seconded by Peter Hendler, to move into Closed Session Agenda 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. Roll call vote taken; all voted in favor.
8. Motion by Lonnie Krogwold, seconded by Peter Hendler, to return to Open Session. Motion carried.
9. Return to Open Session.
10. The next Board meeting will occur on August 26, which is the 4th Wednesday of the month. Topics to be discussed at the August 26 meeting include:
- A. Executive Limitations
11. Meeting Adjourned at 5:00 p.m. with a motion from Donna Rozar; seconded by Ken Day.

Respectfully submitted by Tara Adam, CCCW Executive Assistant