

COMMUNITY CARE OF CENTRAL WISCONSIN

Board Meeting Minutes: Approved

DATE: September 23, 2009
PLACE: Central Wisconsin Airport, Conference Room A
TIME: 3:00 – 5:00 p.m.
PRESENT: Jim Clark, Ken Day, Peter DeSantis, Peter Hendler, Lonnie Krogwold, Keith Langenhahn, Janis Ribbens, Donna Rozar
EXCUSED: Rob Kublank
OTHERS PRESENT: Tara Adam, 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 Jim Clark; seconded by Keith Langenhahn, to approve the minutes dated August 26, 2009. Motion carried.
5. Board Policy
 - A. Executive Limitations Policy Statement
As a continuation of this discussion from last month, in which the executive limitations for the CEO are considered, the Board members provided their input on Subsidiary Policy Statements as outlined in the Executive Limitations. As with the discussion that took place in August, there were points in the suggested Policy Statements that Chairperson Day will revise to reflect a more accurate portrayal of CCCW's protection of assets and management of risk. Jim Canales provided recommended changes to several Statements, as well, which the Board will take into consideration when the Statements are rewritten. Chairperson Day stated that these Policy Statements, since they are being formed and are not yet completed, will not be incorporated into the performance appraisal for the CCCW CEO, which will be conducted before the end of 2009.
 - B. Mission Statement Review and Adoption
In August and September 2009, Mark Hilliker conducted sessions at each CCCW location and at the August 2009 CCCW Board meeting, requesting input and ideas for re-wording the CCCW Mission Statement. After input was collected from all areas, Mark summarized the information to create a new Mission Statement, which reads: *Community Care of Central Wisconsin identifies and supports the strengths and preferences of members, creates community connections, and coordinates quality, cost-effective, and individualized long-term care services available through Wisconsin's Family Care program.* Peter DeSantis motioned for adoption of the Mission Statement; Peter Hendler seconded. All voted in favor.
6. Education/Policy Discussion
 - A. Administrative Update
 - ✓ The Income Statement is showing a deficit of \$1.189 million at this time. There are a number of factors for this, including non-competitive rates and high residential costs.
 - ✓ Lucy Runnells and Mark Hilliker discussed how the budget is created, in that it is member-focused, impacting the decisions which are made at the bottom line. Each step of the assessment process with enrollment of a new member was discussed, and how their membership affects each area of CCCW.

- ✓ Lucy Runnells stated that a 3-Year Business Plan will be presented to the Board in October for approval before submission to the State on October 30, 2009.
 - ✓ Mark Hilliker stated that an analysis is being done as to why residential costs are approximately \$6 million over budget. There are areas of concern, such as:
 - ❖ Capitation deficiency.
 - ❖ Difficulty of projecting care costs due to data provided by the State in 2007 not accurately reflecting care costs.
- B. Board President Update
- ✓ A response from Portage County was received by Ken Day. Before action is taken on the response, Peter DeSantis requested that a breakdown be provided at the September Board meeting, showing all employees involved in the sick leave conversion issue. This would include employees who started at Portage County in 2000 or prior to 2000, as well as employees who started at CCPC after 2000.
 - ✓ Board Member Janis Ribbens has been requested to participate in the Self-Directed Supports forums. Ken Day asked the Board for approval for Janis to become part of this committee, as well as for her to be reimbursed for any expenses she incurs. Motion by Peter DeSantis, seconded by Keith Langenhahn, to approve. Motion carried with a unanimous vote.
7. The next Board meeting will occur on October 28. Topics to be discussed at the next meeting include:
- A. Performance Appraisal Form.
 - B. Budget Assumptions and Review.
 - C. 3-Year Business Plan Discussion.
 - D. Portage County Response.
8. Meeting Adjourned at 5:00 p.m. with a motion from Peter DeSantis; seconded by Peter Hendler.

Respectfully submitted by Tara Adam, CCCW Executive Assistant