

COMMUNITY CARE OF CENTRAL WISCONSIN
Board Meeting Minutes: Approved

DATE: March 19, 2008
PLACE: Central Wisconsin Airport, Lower Level Conference Room
TIME: 3:00 – 5:00 PM
PRESENT: Patricia Arnold, Jean Bitner, Jim Clark, Ken Day, Peter DeSantis, Peter Hendler, Lonnie Krogwold, Keith Langenhahn, Janis Ribbens
EXCUSED: Peter DeSantis
OTHERS PRESENT: Steven Bantz, Jim Canales, Lisa Cychosz, Donna Finch, Jean Kligenmeyer, Glenn Lamping, Allison Lourash, Annette Ninnemann, Kate Norby, Deb Pagel, Lucy Runnells, Carol Winter

1. The meeting was called to order at 3:00 pm 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; the CCCW Website and the CCCW Listserv.
3. No public comments were made.
4. Motion by Janis Ribbens, seconded by Jean Bitner, to approve the March 6, 2008 minutes. Motion carried.
5. No modifications were made to the agenda.
6. Update from Board Chair and Staff:
 - Chairperson Day referenced an email correspondence with the Department of Health and Family Services (DHFS) dated March 17. This email contains the Department's response to CCCW's inquiry regarding the start up of CCCW and the work that will need to occur in conjunction with Portage County to allow for the recognition of CCCW as a successor organization of Community Care of Portage County (CCPC). CCCW asked the Department to confirm the ability to use CCPC reserves for CCCW start up. This was confirmed by the Department, with a stipulation that they will need a plan from CCCW specifying how reserve funds will be kept in place and transitioned. The plan is to be *comprehensive, but not elaborate*. They have outlined for CCCW areas that must be included in the transition plan, including adequacy of the risk reserve and the transfer of assets and liabilities. Overall, this correspondence with the state was viewed favorably.
 - Chairperson Day reported a meeting with Portage County Executive Mark Maslowski. Mr. Maslowski indicated that Portage County would work with CCCW to make the transfer successful. It is unknown at this time

what kind of approval will be needed to get the formal support and approval of Portage County approval; a follow up request to Portage County will be made.

- Jim Canales provided an update regarding the lease of space in Stevens Point. Mr. Canales reported that the design plan is complete and that a lease will be available for an attorney's review prior to coming to the board at the next meeting.
 - Mr. Canales reported touring potential space in Wausau (North Central Health Care) and having initial discussions with Deb Menacher, Director of the Central Wisconsin ADRC about the possibility of co-locating in Marshfield. Exploring options in Wisconsin Rapids was identified as a next step.
 - CCPC received a \$60,000 grant from Pathways that will be used to develop integrated employment options to members in Portage County and future members of CCCW.
7. Discussion ensued regarding the creation of CCCW Bylaws. There are no samples available from other consortia at this time, however Dean Dietrich provided a template that could be used as a foundation for creating CCCW bylaws. A subcommittee comprised of Janis Ribbens, Jean Bitner, and Peter Hendler, along with the support of Dean Dietrich and Kate Norby will develop bylaws that incorporate the Long Term Care District statutes as well as relevant portions of the 66.0301 developed by the CCCW Transition Planning Committee. This document will be available for review at the next Board meeting.
 8. Peter Hendler made a motion, to go into closed session pursuant to Wis. Stats., Sec. 19.85(1)(c) and (e) for the purpose of discussion of employment of employees over which the Board exercise responsibility and deliberating specific public business whenever competitive or bargaining reasons require a closed session, namely discussing employee hiring, classifications, and setting forth parameters for wages and benefits. Second by Keith Langenhahn. A Roll Call vote was taken: all members voted aye. Wipfli consultants, Dean Dietrich, and CCCW project management staff were asked to participate.
 9. Lonnie Krogwold made a motion to return to open session. Seconded by Keith Langenhahn. A Roll Call vote was taken: all members voted aye.
 10. Chairperson Day announced a return to open session.
 11. The following announcements were made:
 - A letter of employment will be offered for the position of CEO on March 20, 2008.
 - CCCW will propose a plan to the State of Wisconsin Department of Health and Family Services and propose to Portage County that

CCCW will succeed CCPC in providing Family Care to the Portage County resident members effective July 1, 2008.

- CCCW has finalized implementation dates of November 1, 2008 in Marathon County and January 1, 2009 in Wood County.

12. The next meeting will take place in the lower level (basement) conference room of CWA on **April 9, 2008 from 3:00 – 5:00 PM**. Other scheduled dates are: **April 23rd, May 14th, May 28th, June 4th and June 25th**.

All meetings will be scheduled from 3:00 – 5:00 PM. Future agenda items include a review of the first draft of CCCW bylaws; an update and possible lease agreement for space in Stevens Point; response to letter of employment offered; update regarding the plan filed with DHFS; Logo; and IT Planning.

13. Motion by Peter Hendler, seconded by Pat Arnold to adjourn at 5:00 PM. Motion carried.