

# COMMUNITY CARE OF CENTRAL WISCONSIN

## Board Meeting Minutes: Approved

**DATE:** April 28, 2010  
**PLACE:** Central Wisconsin Airport, Conference Room A  
**TIME:** 3:00 – 5:00 p.m.  
**PRESENT:** Jim Clark, Ken Day, Peter DeSantis, Lonnie Krogwold, Rob Kublank, Donna Rozar, Janis Ribbens  
**EXCUSED:** Peter Hendler, Keith Langenhahn  
**OTHERS PRESENT:** Jim Canales, Mark Hilliker, Lucy Runnells, Jody Zuege, Tara Adam

1. The meeting was called to order at 3:00 p.m. by Chairperson Ken Day.
2. It was announced that Rob Kublank and Peter DeSantis have been reappointed to the CCCW Board. Although each Board Member's term currently stands at three years, there may be modifications to the term length in January, when the Board will be reorganized to include representatives from Langlade and Lincoln Counties.
3. 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.
4. No public comment was made.
5. Motion by Jim Clark, seconded by Janis Ribbens, to approve the Minutes dated March 24, 2010. Motion carried.
6. Board Policy Discussion
  - Review Draft Board Governing Policy Manual Section 5 Board Process Policies. Chairperson Day reviewed the purpose of the CCCW Board Governing Policy Manual, which guides the operation of the Board and is consistent with how the Board operates. The Board discussed Section 5, and offered the following changes or revisions:
    - ✓ The word "inactivity" in Section B.3, Item (g), will be changed to "reactivity."
    - ✓ In Section B.3.6, the phrase of "at regular intervals," will be added to indicate how often monitoring and discussion of the Board's process and performance will occur.
    - ✓ Section B.5.3 generated discussion on a consent agenda, which currently is not practiced by the CCCW Board. It was decided to leave the wording of "consent agenda items" in Section B.5.3, as the possibility remains that with the expansion into Langlade and Lincoln Counties, it may be used in the future at some time, or that a consent agenda could possibly be used for the monitoring reports that the Board has requested.
    - ✓ Section B.5.6 will be rewritten to say that any Board Member is allowed to make a request to the Chairperson for an item to be placed on the agenda. It will then be up to the discretion of the Chairperson to place the item on the agenda.
    - ✓ Item c. from Section B.6.1 will be removed, as it is a duplicate of B.6.1.a.

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- ✓ During discussion of Section B.8, Donna Rozar asked if CCCW, as a non-profit organization, has a policy to indicate any Conflict of Interest statement. Chairperson Day suggested that a statement be added to this section asserting that if a Director has a Conflict of Interest, he or she will not participate in the discussion of that particular issue.
- ✓ The first sentence in Section B.10.1.a will be revised to remove the per diem stipend for teleconference meetings; the per diem stipend will be set at \$45 for meetings only.
- ✓ Section B.10.1.c will be revised to reflect a meal reimbursement cost of \$10 for breakfast, \$15 for lunch, and \$25 for dinner.

At the May 2010 Board meeting, a revised draft of the policy will be presented for final review and adoption.

### 7. Board Education/Governance Monitoring

- CEO Report
  - ✓ Jim Canales stated that the Request for Proposal response for the expansion of Langlade and Lincoln Counties is due on May 7, and is almost completed.
  - ✓ After a CCCW appeal, state revenues of \$190,000 were received that were associated with the capitation payment of three members dating to 2008.
  - ✓ Office expansion has been taking place in the Stevens Point location, with expansion to take place this summer in the Wisconsin Rapids location. There is a possibility that additional space in the North Central Health Care building currently used by CCCW may be available to allow for expansion of the CCCW offices in Wausau.
  - ✓ Jody Zuege stated that 2010-2011 health insurance rates for CCCW will increase by 32% (\$600,000), largely based on reasons such as CCCW's credibility factor and the large number of claims submitted. Options being looked at include health care plan design changes, as well as bids for other carriers. CCCW is under contract with its insurer until June 30, 2010. Donna Rozar asked if there was any interest in pooling health care providers with other MCOs; Jody responded that may be difficult due to the geographical location of the MCOs and of health care providers. An Insurance Study Committee has been formed, which includes union personnel; health insurance costs are being communicated to them through that format.
- Member Report – no questions or comments.
- Financial Reports
  - ✓ The CCCW Income Statement showed a positive balance of \$1,411,435 for the period of January 1 through March 31, 2010. Lucy pointed out that \$8,475,000 was set aside for the IBNR (Incurred but Not Recorded) liability from 2009. So far, in 2010, actual claims paid have been a little more than \$8 million. Therefore, a \$400,000 adjustment has been made for payments that CCCW has not had to make, although, Lucy indicated, that amount could still change. Jim Canales added that more members are using institutional care than CCCW had anticipated. These are members which typically result in higher costs. As the year progresses, more accurate data will be available on which to base projections. Mark Hilliker stated that full

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savings will be recognized throughout the year in residential costs, as some of those contracts are phasing in rate reductions during that time period.

- CCCW Strategic Plan Implementation Report
  - ✓ Mark Hilliker provided a summary of the feedback received from staff and Board Members regarding the Strategic Plan process. The document reflects four issues that stand out; the next step will be to look at those priority issues and how responses may be framed related to those specific issues. As responses are framed, they will be presented to the Board for consideration before implementation.

### 8. Next Meeting Agenda Items

- Monitoring Reports
  - Member Report
  - Income statement
  - Self Directed Supports Usage Report
  - Audit Report
- Disposal of Assets
- Draft Bylaws Review
- Policy Finalization
- Strategic Plan
- Audit Report

9. The next Board meeting will occur on May 26, 2010 from 3-5 p.m. in Meeting Room A at Central Wisconsin Airport.

10. There being no further business, Motion by Donna Rozar; seconded by Jim Clark, to adjourn. Motion carried.

Respectfully submitted by Tara Adam, CCCW Executive Assistant