

COMMUNITY CARE OF CENTRAL WISCONSIN
Board Meeting Minutes: Approved

DATE: December 10, 2007
PLACE: Central Wisconsin Airport, Lower Level Conference Room
TIME: 3:00 – 4:30 PM
PRESENT: Patricia Arnold, Jean Bitner, Jim Clark, Ken Day, Peter Hendler, Lonnie Krogwold, Keith Langenhahn, and Tom Pitcher
EXCUSED: Janis Ribbens
OTHERS PRESENT: Bernadette Brown, Jim Canales, Donna Finch, Amy Forst, Mike Hornisher, Jeff Jester, O. Philip Idsvoog, Brad Karger, Jean Klingemeyer, Glenn Lamping, Donna Lenzner, Allison Lourash, Annette Ninnemann, Kate Norby, Dave Ogden, Jo Poeske, Ed Reed, Jennifer Rothmeyer, Lucy Runnells, Ron Schmidt, Al Schmitz, Vicki Tylka, Amy Vetter, 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 and major newspapers of Wausau, Marshfield, Wisconsin Rapids, and Stevens Point. No public comments were made.
3. Motion by Jim Clark, seconded by Lonnie Krogwold to approve the November 26, 2007 minutes with the following changes:
 - a. Change the Date to November 26, 2007
 - b. Item 9, sentence 4, change to read: “Ken Day *stated*”Motion carried.
4. Modifications to the agenda:
 - a. Order changed – items 5 and 6 moved to follow item 7, pending the arrival of Dean Dietrich.
5. Update: Family Care developments/Project Manager’s Report – presentations made by CCPC staff and Milliman Consultants.
 - a. State Proposed capitation rate and its fiscal implications for CCCW
 - i. Analysis presented by Lucy Runnells, CCPC Financial Manager included:
 1. Definitions of two levels of care – nursing home level of care (NH) or higher and non nursing home (Non-NH).
 2. State proposed capitation rate for CCCW:
 - a. NH = \$2,759.63/month
 - b. Non-NH = \$689.33/month
 3. A review of the CCCW Business Plan assumptions about enrollments, revenues and expense. These assumptions include: a start date in Marathon County of August 2008 and Wood County December 2008; 100% of Waiver participants enrolled by December 31, 2008; a waitlist reduction of 1/24 per month; the aforementioned capitation rates; current CCPC averages for member liabilities and other revenues; current per member per month costs in Portage County; Marathon and Wood cost assumptions based on Waiver and MA card costs trended forward; Portage County’s experience with Non-NH level of care costs; a 1% - 1.25% provider cost increase; staff ratios based on current CCPC practices; personnel costs based on respective county and CCPC costs; administrative salaries/benefits based on regional and Partnership administrative compensation

- structures; IT service costs based on CCPC IT expenses; additional accounting costs for audit and actuary services.
 - 4. Ms. Runnels reported a revenue and expense summary with a final analysis reflecting a \$74,904 Net Income for CCCW in 2008 (five months of operation).
 - ii. Analysis presented by Milliman Consulting Actuaries Dave Ogden and Al Schmitz. Milliman worked with the State through 2005 and knows Family Care. They were asked to review the business plan using the State's data set. Milliman's presentation included:
 - 1. High level results, analysis, data limitations (and ideas for how CCCW can increase the validity of these findings), and potential next steps.
 - 2. Results showing a slightly higher base cost for NH level of Care in Portage County than reported by the State.
 - 3. Revenues reported by county and composite
 - 4. An analysis of membership based on Portage County's Managed LTC data set and Waiver data for Marathon and Wood County.
 - 5. An analysis of revenue using available membership and functional screen data, following the State's regression model approach, summarizing regression variables from the functional screen, and using the State's estimates for trend, admin, and IBNR (incurred but not reported).
 - 6. Cost data.
 - 7. Data Limitations of missing membership, variable definitions, and the inability to match State functional proportions.
 - 8. A conclusion that they are confident with the model developed by Ms. Runnels for CCCW.
 - 9. Next steps: a request of information from the State regarding data limitations and the calculation of Portage rate; review of Non-NH level of care rate development and waitlist costs
 - iii. Motion by Jim Clark, seconded by Peter Hendler to ask Milliman to do more investigation into the accuracy of data. Motion carried.
- 6. Board consideration to engage legal counsel to provide assistance to the CCCW Board (item 5 on the Agenda)
 - a. Motion by Lonnie Krogwold to hire Dean Dietrich of Ruder Ware. Motion died for lack of second.
 - b. Discussion included taking advantage of county services; the need to review the definition and powers of a 66.0301; the Board's ability to use grant money to purchase legal services of this nature; the question of the tax identification number; the Family Care District option.
 - c. Motion by Tom Pitcher, seconded by Keith Langenhahn to wait to employ legal counsel until a special project is determined. Motion carried.
 - d. Marathon, Portage, and Wood Corporation Counsels will be asked to render a single opinion about the definition and powers of a 66.0301 at the next Board meeting.
- 7. Discussion of the CCCW organizational legal status under the provision of 66.0301 statutes (item 6 on the Agenda) postponed.
- 8. Recommendation to Marathon, Portage and Wood County Boards to approve MCO contract with the State postponed.
- 9. Consideration of motion to adjourn into closed session for the consideration of employment of public employee postponed.

10. The next meetings will take place in the lower level (basement) conference room of CWA on: **January 3, 2008 from 3:00 – 5:00 PM**
11. Motion by Peter Hendler, seconded by Tom Pitcher to adjourn at 4:45 PM. Motion carried.