

COMMUNITY CARE OF CENTRAL WISCONSIN

Board Meeting Minutes: Approved

DATE: March 18, 2009
PLACE: Central Wisconsin Airport, Meeting Room "A"
TIME: 3:00 – 5:00 p.m.
PRESENT: Jim Clark, Ken Day, Peter DeSantis, Peter Hendler, Lonnie Krogwold, Janis Ribbens, Donna Rozar
EXCUSED: Keith Langenhahn
OTHERS PRESENT: Tara Adam, Jim Canales, Jean Klingemeyer, 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; however, it was noted that Lincoln County representatives will be attending next month's CCCW Board Meeting.
4. Motion by Jim Clark; seconded by Janis Ribbens, to approve the minutes dated February 18, 2009. Motion carried.
5. Policy Discussion
 - a. Revised end statements, as a result of last month's discussion, were distributed. The five outcomes are meant to capture what is expected from the owners of the organization. After several modifications to the outcomes from Jim Canales, discussion ensued from the Board members with their thoughts regarding the content of the following:
 - ✓ *"I. All eligible Community Care of Central Wisconsin members are thoroughly informed about self-directed support opportunities in Family Care, and receive organizational support toward making their participation in self-directed supports successful."* The Board members, in general, liked this outcome as presented.
 - ✓ *"II. Community Care of Central Wisconsin meets or exceeds program quality standards as set by the State/MCO contract and delivers services that result in members reporting satisfaction with service quality."* The Board members discussed the term "quality" and its definition, in that it may be something over a period of time that would need to be measured.
 - ✓ *"III. Lives of Community Care of Central Wisconsin members are supported by cost-effective services that enable each member to work toward achieving their optimal clinical, functional, and personal outcomes consistent with their personal needs assessment and efficient use of available resources."* The term "efficient" rather than "cost-effective" was suggested as a better description for this service and was preferred by Donna Rozar and Peter DeSantis.
 - ✓ *"IV. Community Care of Central Wisconsin plans for, utilizes, and evaluates organizational operating systems to ensure an operational culture that is robust now and into the future."* Discussion followed from Board members that the term of "operating systems" was not limited to technology, but enveloped organizational systems overall. Chairperson Day suggested this bullet point be further reviewed at next month's meeting for partnership and allocation.

- ✓ *“V. Community Care of Central Wisconsin anticipates and is prepared for continued programmatic and financial viability, taking into consideration all future opportunities including, but not limited to: expansion of the service area; population demographic changes; state/federal regulatory changes; and fiscal constraints posed by its funding source(s).”* Jim Clark, Janis Ribbens, Peter DeSantis, and Peter Hendler suggested adding some examples to this outcome for clarification to the public. Examples could also be given for bullet point IV, as well.
- b. Bylaw Statements were distributed for discussion relative to Board membership pertaining to the CEO. According to the agreed-upon adoption of policy governance principles, Chairperson Day asked if it is conflicting for the CEO, even in a non-voting capacity, to be a part of the Board, while having the Board be responsible for the supervision of the CEO at the same time? Jim Canales commented that the Board is responsible for directing the CEO to perform business functions for the organization, and felt that the CEO should not be involved in policy making. Jim Clark and Peter DeSantis felt that there should be a defined line, and Chairperson Day stated that steps will be taken as appropriate to amend the Bylaws.
- 6. Motion by Peter DeSantis; seconded by Janis Ribbens, 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.
- 7. Motion by Peter Hendler, seconded by Peter DeSantis, to return to Open Session. Motion carried.
- 8. Return to Open Session
- 9. Education/Policy Discussion
 - a. Administrative Update
 - ✓ Per the Board’s request to receive a less extensive budget update, Lucy Runnells provided revenue information for all three counties. She stated the budget will be easier to finalize when Wood and Marathon Counties have solid projections after a longer period of time under Family Care. Net income is a bit lower than what was budgeted due to the inexact member cost data predictions. Jim Canales stated that starting in April, a waiting list report for Marathon and Wood Counties will be distributed at the CCCW Board meetings on a quarterly basis.
 - ✓ Jim Canales highlighted the Statistical Report’s changes, including larger font and bolded totals. Membership percentages were shown, as well, with a total of over 2,300 members now enrolled in Family Care.
 - ✓ Operations issues included the announcement of an open position in Claims/Payroll, and that recruitment has begun for that replacement.
 - b. Board President Update
 - ✓ Chairperson Day announced that a letter was sent to Langlade County stating the action the Board is taking, based upon information the State is providing, to consider proceeding with expansion of their area. Corporate Counsel Robin Stowe was very pleased to be working with our administration. Mr. Day wants to make sure Langlade County understands that they will need to have an ADRC before becoming part of CCCW.
 - ✓ Discussion took place regarding the proposed remaining 2009 Board meeting dates with a schedule conflict occurring for one of the Board members in the next

two months. It was decided that the meetings for April and May will take place on the third Thursday of each month instead of the normal third Wednesday, with discussion to take place at those meetings regarding the remainder of the 2009 calendar year.

- ✓ The Board appointment process was discussed with each county appointing one person in April. The election of officers will occur in June.
10. The next meeting will take place in meeting Room A (ground floor) of CWA on Thursday, April 16, 2009. Topics to be discussed will be:
 - a. Lincoln County interest in Family Care
 - b. Bylaw resolution change
 - c. End statements discussion
 - d. Beliefs & values discussion
 - e. 2008 year-end report
 - f. Portage County request (closed session)
 11. Meeting Adjourned at 5:00 p.m. with a motion from Donna Rozar, seconded by Janis Ribbens.

Respectfully submitted by Tara Adam, CCCW Executive Assistant