

COMMUNITY CARE CONNECTIONS OF WISCONSIN

Board Meeting Minutes: Draft

DATE: Wednesday, June 24, 2015
PLACE: CCCW Rice Lake Office – 2500C South Main Street, Rice Lake, WI
TIME: 1-3 p.m.
PRESENT: Board Members Mary Lou Bergman, Lori Bina, Clarence Campbell, Ken Day, Sam Hardin, David Markert, Janis Ribbens, and Dale Schleeter
EXCUSED: Peter DeSantis, Donna Rozar, and Bob Weaver
OTHERS PRESENT: Janna Duffy, CCCW Executive Director of Operations, Jody Kohl, CCCW Chief Human Resources and Information Officer, Kris Kubnick, CCCW Executive Director of Operations, Jason Taylor, CCCW Chief Financial Officer, Tara Adam, CCCW Executive Secretary

1. The meeting was called to order at 1:04 p.m. by Board Chair Ribbens.
2. No public comment given.
3. Motion by Bina, seconded by Bergman, to approve the Minutes dated May 27, 2015. All voted in favor; Motion carried.
4. Board Updates/Education
 - A. Administrative Updates
 - Movement with the state budget has stalled due to discussions on transportation, prevailing wages, and the new Milwaukee Bucks arena proposal. Modified language in the budget now includes the provision to allow Long-Term Care districts to become an HMO and allow them to operate within the Long-Term Care district proposed.
 - Four Long-Term Care districts have been working with an attorney to draft language to include in the budget proposal, which has been presented to two members of the Joint Finance Committee – Senators Knudson and Vukmir, and then shared with Senators Piotrowski and Krug. Key elements in the language would allow reserves to be carried forward, membership to be maintained with the new model, the ability for the district to create or change its corporate structure or statute, and organizations the ability to form ancillary lines of business. The districts have requested that the Joint Finance Committee pass this language onto the Legislative Reference Bureau, who will draft additional language into the budget proposal with the goal being more detail and definitiveness to the path that Long-Term Care Districts would follow when transitioning to the new model.
 - DHS is implementing a change as of July 1 for Group C enrollments, moving them to a Group B category. This will have a financial impact of approximately \$575,000 for CCCW for the second half of 2015. There is significant concern on the change being implemented

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mid-contract. DHS was asked to consider an adjustment for 2015 reimbursement levels, but they instead are leaning toward an adjustment in 2016 with the capitation rate.

- Identified tools to stabilize rates for 2015 included training with Member Support Coordination with the residential rate tool and assistance from the Residential Rate Protocol review. These tools will help with authorizing appropriate placements.
- Work continues to schedule listening sessions with all providers for training on the authorization process.
- CCCW is waiting on feedback from MetaStar from the Annual Quality Report.

B. Monitoring Reports

- Monthly Income Statement. The overall net income increased to \$2.4 million. Only 27 new enrollments happened in the first four months of 2015. Revenue is at 99% of projection. On the expense side, CCCW continues to operate efficiently. Administrative costs are at 94% and Service Coordination costs are at 95%. Member service costs are approximately \$2,560 Per Member Per Month vs. a projected figure of approximately \$2,548.

5. Board Discussion/Action

A. Explanation/Discussion of CEO 6-Month Review Process

The Board discussed the process of the CEO 6-month review. It was requested that CEO Mark Hilliker provide a brief report to be included with the July 2015 Board packet. A closed session will be scheduled for that same meeting to discuss the CEO performance; Mark will be invited to join the closed session at the end of the discussion. Section 3 of the Board Policy Manual was reviewed and discussed as the Board may want to refer to this section when the CEO 6-month review is performed. Two other documents may be referred to for the review – the CEO Letter of Appointment and the 2015 Annual Plan of Work.

B. Review and Reaffirm Sections 1 and 2 of Board Policy Manual

Sections 1 and 2 of the Board Policy Manual were reviewed and discussed for any updates or revisions the Board felt were necessary. At this time, no changes will be made.

C. Review Organizational Bylaws

The Organizational Bylaws document was reviewed and discussed for any updates or revisions the Board felt were necessary. At this time, no changes will be made, although it was stated that there may be changes made to this document if the nature of the organization changes in the future with the proposed budget language.

D. Election of Board Officers

- ✓ Ken Day nominated Janis Ribbens for the position of Board Chair; David Markert seconded. Ken Day made a motion to cast a

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- unanimous ballot and close nominations; David Markert seconded the motion. All voted in favor. Motion carried.
- ✓ Lori Bina nominated Ken Day for the position of Board Vice-Chair. Dale Schleeter seconded. David Markert made a motion to cast a unanimous ballot and close nominations; Lori Bina seconded the motion. All voted in favor. Motion carried.
 - ✓ Ken Day nominated Donna Rozar for the positions of Secretary and Treasurer; Lori Bina seconded. Ken Day made a motion to cast a unanimous ballot and close nominations; David Markert seconded the motion. All voted in favor. Motion carried.
6. Next Meeting Agenda Items
- Update on Governor’s Budget Proposal for Family Care and the Long-Term Care System
 - Monitoring Reports
 - Monthly Income Statement
 - Quarterly Member Report
 - Quarterly Balance Sheet
 - Quarterly Business Sustainability Report
 - Quarterly Self-Directed Supports Usage Report
 - Semi-Annual CCCW Strategic Plan Implementation Report
 - Annual External Quality Review Report (Meta Star)
 - Board Discussion/Action
 - 6-Month CEO Performance Review
7. The next Board meeting will occur on **Wednesday, July 22, 2015, at 1 p.m. at CCCW’s Wausau Location – 1200 Lakeview Dr., Ste 100, Wausau, WI 54403.**
8. There being no further business, the meeting was adjourned with a Motion from Markert; seconded by Bergman. All voted in favor; Motion carried.
9. Meeting adjourned at 3:01 p.m.

Respectfully submitted by Tara Adam, CCCW Executive Assistant