

COMMUNITY CARE CONNECTIONS OF WISCONSIN

Board Meeting Minutes: Draft

DATE: Wednesday, September 23, 2015

PLACE: CCCW Wausau Office

TIME: 1-3 p.m.

PRESENT: Board Members Mary Lou Bergman, Lori Bina, Clarence Campbell, Ken Day, Sam Hardin, David Markert, Donna Rozar, Janis Ribbens, and Dale Schleeter

EXCUSED: Bob Weaver

OTHERS PRESENT: Janna Duffy, CCCW Executive Director of Operations, Mark Hilliker, CCCW Chief Executive Officer, 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 1:01 p.m. by Board Chair Ribbens.
2. Public comment was provided by Jackie Szehner, CCCW Health & Wellness Coordinator.
3. Motion by Bergman, seconded by Markert, to approve the Minutes dated August 26, 2015. All voted in favor; Motion carried.
4. Board Updates/Education
 - A. Administrative Updates
 - CEO Mark Hilliker stated that DHS recently held two public hearings in counties with CCCW membership regarding the concept plan for the new model of Family Care and IRIS. The hearing held in Wausau was attended by approximately 100 people, many of whom provided testimony. The public hearing held in Hayward also had a number of people providing testimony. Nine public hearings are scheduled between now and early October. The projected implementation date of a new model of managed care is January 1, 2017, although it is likely that the date will be pushed back with such an aggressive timeline. DHS is actively seeking any input from the public regarding the development of a new system and encourages written feedback with any insight to the new system.
 - The Wisconsin Long-Term Care Coalition, a group of advocates, advocacy organizations, Managed Care Organizations, providers, ADRCs, and others interested in the Long-Term Care system, are planning a summit for early October to develop an alternate plan for the future of the Long-Term Care system.
 - CCCW has been working with WPS, its Third Party Administrator for paying claims, to rectify payment delays to providers due to implementation of a new computer system at WPS.

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- A group of CCCW staff has been working on updating the residential rate methodology, a system used for provider payment. The new process has been recently completed and is being tested at this time. It is hoped that the new approach will reduce discrepancies; implementation will take place in 2016 with contracts running from February-December in order to return to a calendar-year timeframe.
- B. Monitoring Reports
- Monthly Income Statement. CCCW's net income increased by approximately \$200,000 since August 2015, as net growth continues with enrollment by 13 members. During the last four months, enrollment has increased by a total of 76 members. Other areas are on target, such as administrative and service coordination costs, as well as budgeted medical expenses with services to members. On average, CCCW is below program average when it comes to institutional costs. Net income stands at \$3.5 million for the first eight months of 2015.
5. Board Discussion/Action
- A. Approve the 2016 Specific Budget Development Assumptions
A document was provided to the Board with detailed 2016 budget assumptions. Based on the numbers provided, the Board was in favor of submitting a deficit budget for 2016. Motion by Rozar; seconded by Markert, to approve the 2016 budget assumptions as written. All voted in favor; Motion carried.
- B. Update of Process of Selecting New Member-At-Large
Three candidates have responded to ads published in local newspapers seeking a new Member-At-Large Board member. Interviews will be scheduled to take place during the Board Meeting on Wednesday, October 7. The 30-minute interviews will be scheduled for the beginning of the Board meeting and will be in Closed session.
- C. Review and Reaffirm Section 3 of Board Policy Manual
The third section of the Board Policies, the Executive Limitation Policies, was discussed for any revisions the Board felt were necessary. There were no revisions.
- D. Review and Reaffirm Section 4 of Board Policy Manual
The fourth section of the Board Policies, Chief Executive Officer/Board Relationship, was discussed for any revisions the Board felt were necessary. There were no revisions.
- E. Review and Reaffirm Section 5 of Board Policy Manual
The fifth section of the Board Policies, Board Process Policies, was discussed for any revisions the Board felt were necessary. A revision was made to include a statement in Section B.8.2 indicating that all Board members will complete and sign a Conflict of Interest Statement to be placed on file in the organization's central office.

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6. Next Meeting Agenda Items
 - A. Monitoring Reports
 - Monthly Income Statement
 - Quarterly Balance Sheet
 - Quarterly Member Report
 - Quarterly Business Sustainability Report
 - Quarterly Self-Directed Supports Usage Report
 - B. Board Discussion/Action
 - Using the CEO written year-end self-evaluation report, the CEO's position description, the organization's outcome statements, and the annual CEO organizational and professional development goals established in January, the Board reviews the process for conducting the CEO's performance review and completes individual Board members assessment for the CEO's performance.
 - Approve the CCCW 3-Year Business Plan
 - Approve the 2016 Annual Budget
7. The next Board meeting will occur on **Wednesday, October 7, at 11 a.m. at CCCW's Wausau Location – 1200 Lakeview Drive, Suite 100, Wausau, WI 54403.** Member-At-Large interviews will be held in Closed Session from 11 a.m. through 1 p.m., with the Board meeting resuming in Open Session at 1 p.m. November's Board meeting will be Wednesday, November 18, also in Wausau.
8. There being no further business, the meeting was adjourned with a Motion from Bina; seconded by Markert. All voted in favor; Motion carried.
9. Meeting adjourned at 2:54 p.m.

Respectfully submitted by Tara Adam, CCCW Executive Assistant