

COMMUNITY CARE CONNECTIONS OF WISCONSIN

Board Meeting Minutes: Draft

DATE: Wednesday, January 27, 2016
PLACE: CCCW Wausau Office
TIME: 1-3 p.m.
PRESENT: Board Members Mary Lou Bergman, Lori Bina, Clarence Campbell, Ken Day, Joy Henrich, David Markert, Donna Rozar, and Janis Ribbens
EXCUSED: Sam Hardin, Dale Schleeter, and Bob Weaver
OTHERS PRESENT: Janna Duffy, CCCW Executive Director of Operations, Mark Hilliker, CCCW Chief Executive 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 p.m. by Board Chair Ribbens.
2. No public comment was given.
3. Motion by Rozar, seconded by Bergman, to approve the Minutes dated November 18, 2015. All voted in favor; Motion carried.
4. Board Updates/Education
 - A. Administrative Update
 - A bill has been introduced in the Wisconsin Legislature to address Long-Term Care District jurisdiction issues identified by the Attorney General in an August 2015 opinion, and to create statutory language necessary to allow Long-Term Care Districts to be licensed as Health Maintenance Organizations – a step necessary to compete in Family Care 2.0. The legislation is co-authored by Representative Scott Krug in the Assembly and Senator Howard Marklein in the Senate. The bill is expected to be numbered this week and would be an agenda item for the next Joint Finance Committee meeting.
 - CCCW has created an Organizational Marketing & Communications Senior Manager position and has hired Chelsey Drifka to fill that role. Chelsey has Bachelor's and Master's degrees in Organizational Communications and Marketing, and has worked in a number of different corporate settings, as well as having developed content and branding for CCCW.
 - Kohl's is in the final stages of negotiations with the Marshfield mall to become an anchor tenant of the mall. The current CCCW location in Marshfield will be affected by this movement and will be relocated to temporary space within the mall until a permanent build-out is complete. CCCW has asked Kohl's to cover associated costs with build-out, as well as any I.T. costs associated with the temporary and permanent space.

CCCW Board Meeting Minutes – January 27, 2016

- Extensive meetings have taken place with providers over the last several months regarding the new residential rate methodology and its rate impacts on providers and members. The Board was interested in additional education on the work that goes into building a residential rate methodology and the model associated with it.
- CCCW is working with Wipfli on updating market salaries; this information will be presented at an upcoming Board meeting.

B. Monitoring Reports

- Monthly Income Statements (November and December). December's net income ended strong at \$4.7 million. Member enrollment consistently grew in 2015 and the year ended with 5,745 members. Total revenue has been at 99% of actual to expected revenue for the year. Administrative costs and Service Coordination costs were \$16 Per Member Per Month (PMPM) and \$14 PMPM below projection, respectively. Overall, total operating expenses were \$3,152 vs. \$3,170 PMPM. 2015 IBNR ended with a deficiency with one provider having an unresolved billing issue.
- Quarterly Balance Sheet. 2015 ended with approximately \$26.2 million in operating cash. With long-term assets, \$3 million is located in the restricted fund account; \$750,000 remains in the solvency fund. Current IBNR is \$18 million, up \$3 million from 2014. Total equity increased to \$15.6 million at the end of 2015 with working capital at \$3.1 million.
- Quarterly Member Reports. Overall membership stands at 5,745 members with 123 members joining the organization in 2015.
- Quarterly Business Sustainability Report. The Business Sustainability Committee met twice/month in the 4th Quarter 2015 to work on focus areas – also presented today to the Board. Two analytical positions were created in 2015, and those positions have provided reports and documentation that will allow CCCW to position itself with future policy changes.
- Quarterly Self-Directed Supports Usage Report. CCCW continues to see significant cost savings with the utilization of self-directed supports. The number is expected to grow with focus on piloting a new support process in 2016.
- Semi-Annual CCCW Strategic Plan Implementation Report. The process of updating the Strategic Plan will begin with identifying key areas for the next planning period. The last Strategic Plan, completed in May 2012, was provided to the Board and lists each of the strategic issues, as well as initiatives identified as responses to the respective issues. A short overview of the initiative, the name leading it, and its status was also provided. The document as a whole gives an idea of the status of the Strategic Plan at the end of 2015. Engagement will take place with CCCW staff the first two weeks of February for work surrounding the CCCW Mission and Values and environmental concerns toward a new Strategic Plan. CEO Mark Hilliker requested that the Board schedule time at the February Board meeting for the same process.

CCCW Board Meeting Minutes – January 27, 2016

- Annual Provider Adequacy & Capacity Report. As part of State Certification requirements, DHS reviews CCCW's Provider Network to ensure there is adequacy and capacity within its region. All requirements were met. The Provider Adequacy & Capacity Report provided to the Board describes two key areas: "Issues Addressed in 2015", and "Issue Areas Being Developed in 2016." A few of the areas where focus will be on continued growth are within community supportive living and inpatient psychiatric care.
5. Board Discussion/Action
- A. Review and Possible Action on 2016 CCCW Work Plan.
The 2016 Work Plan and its key objectives was provided to the Board at today's meeting. The Work Plan provides a way to ensure CCCW's work aligns with the Strategic Plan, Business Plan and, ultimately, the Board End Statements. Motion to approve the Work Plan as submitted by Ken Day; seconded by Lori Bina. All voted in favor; Motion carried.
 - B. Discussion and Potential Action on Parameters for Affordable Care Act Planning and Cadillac Tax Avoidance Strategies.
As part of the most recent spending bill recently approved, Congress has pushed the provisions of the Cadillac Plan back to 2020. Therefore, there are no immediate concerns for CCCW to make any changes in the near future.
 - C. Establish the 2016 Board Calendar.
The 2016 Board calendar was provided to the Board. Motion to approve the calendar by Donna Rozar; seconded by Ken Day. All voted in favor; Motion carried.
 - D. Discussion of Technology Platform for Future Board Meetings.
The platform currently used for Board meetings is challenging, especially with Closed Sessions. With the guidance of CCCW's legal counsel, a suggestion was made to utilize only the CCCW Hayward and Wausau offices for Board meetings as open to the public and for Board participation. Board members would also have the option of using a meeting link to join from their own personal computers wherever it would be most convenient for them. CCCW will provide a camera to Board members, if they are in need of one. The new platform will begin with the February 2016 Board meeting.
6. Motion to go Into Closed Session
Board Member Rozar read the motion to go into Closed pursuant to Section 19.85(1)(e), Wis. Stats., for the purpose of considering employment, promotion, compensation, or performance evaluation data of a public employee over which the governmental body has jurisdiction or exercises responsibility, including discussion of performance of administrative employees. Motion seconded by Day. Roll call vote taken; all voted in favor. Motion carried.
7. Return to Open Session.

CCCW Board Meeting Minutes – January 27, 2016

8. An announcement was made stating that action was taken to modify the CEO's compensation in Closed Session.
9. Next Meeting Agenda Items
 - A. Monitoring Reports
 - Monthly Income Statement
 - Quarterly Quality Indicator Report
 - Annual Grant and Other Resources Acquisition Report
 - Annual Internal Quality Review
 - B. Board Discussion/Action
 - Discussion and Selection of Stakeholder for Board Listening Session
 - Board Discussion of Appointment/Reappointment of Board Members, Both From County Governments and Member-At-Large (see Board Appointment Schedule) and Action, if Necessary
10. The next Board meeting will occur on **Wednesday, February 24, 2016, at 1 p.m. at CCCW's Wausau Location – 1200 Lakeview Drive, Suite 100, Wausau, WI 54403.**
11. There being no further business, the meeting was adjourned with a Motion from Ken Day; seconded by Donna Rozar. All voted in favor; Motion carried.
12. Meeting adjourned at 3:17 p.m.

Respectfully submitted by Tara Adam, CCCW Executive Assistant