

COMMUNITY CARE CONNECTIONS OF WISCONSIN

Board Meeting Minutes: Draft

DATE: Wednesday, September 28, 2016

PLACE: CCCW Wausau Office

TIME: 1-3 p.m.

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

EXCUSED: 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 Bergman, seconded by Day, to approve the Minutes dated August 24, 2016. All voted in favor; Motion carried.
4. Board Updates/Education
 - A. Administrative Updates
 - DHS has recently let a Request for Proposal (RFP) for GSRs 1, 4, 5, and 6. The counties being added to the Family Care program in 2017, and included in the RFP, are Oneida, Forest, Florence, Vilas, Taylor, and Adams. Community Link, Inc. will write a response to the RFP for all four GSR regions with operations to begin July 1, 2017.
 - The 3-Year Business Plan for Community Link, Inc. (CLI), as well as required Certification documents, have been submitted to DHS. A review will take place between the CLI Leadership group and DHS on Friday, October 7. Mark Hilliker thanked CCCW CFO Jason Taylor for the large amount of work he undertook to meet the deadline on the Business Plan.
 - CCCW has received over 60% of the total enrollments in Rock County. Challenges seen with the higher-than-expected number of enrollments include the amount of staff work with enrollment deadlines, as well as the proportion of costs due to the focus on priority enrollment of people with intellectual disabilities. There are almost a dozen members whose costs run between \$500-\$2000 per day, which has impacted the income statement with the increase in overall cost averages and operating costs in Rock County.
 - Current solvency fund requirements stand at \$750,000 per MCO. With the growing number of enrollments in the Family Care program, as well as fewer MCOs in the state, DHS has changed their solvency fund calculations to a \$20 per member per month cost. CLI solvency fund requirements are estimated to be around \$3 million. The State has indicated they will offset the final capitation rates to counterbalance the increase of the solvency fund.

CCCW Board Meeting Minutes – September 28, 2016

- CCCW is performing an annual review of its residential rate methodology for alignment with DHS capitation rate calculations. Final recommendations will be proposed in the upcoming weeks.
- Mark Hilliker attended the Wisconsin Counties Association annual conference in Milwaukee this week and relayed to county officials CLI's commitment to stay local and to be accountable to stakeholders with the move from a public model to the private model. At the same meeting, the Rock County Administrator was very complimentary on Rock County's transition into Family Care and how accommodating and helpful CCCW staff are to work with.

B. Monitoring Reports

- Monthly Income Statement. Significant income loss was experienced in August 2016 due to the 31-day month and higher-than-expected costs with Rock County enrollments. Eleven members enrolled in July 2016 who contribute to less than 5% of the overall enrollment in Rock County, but constitute 25% of total costs. Overall membership grew in all three CCCW regions for a net gain of 175 members in August 2016. Overall revenue is \$900,000 greater than expected for a total of \$151 million; however, CCCW saw an \$850,000 net income loss due to the greater costs brought forth in August. CFO Jason Taylor stated he expects to see monthly deficits decrease as membership proportions balance through the remainder of the year.

5. Board Discussion/Action

A. Approve 2017 Budget Development Assumptions

Although the Community Link, Inc. 3-Year Business Plan has been submitted, DHS has requested separate Business Plans from each of the three MCOs. CCCW is planning to update the Business Plan already in place with assumptions for 2017 operations should the merger not take place. Motion by Rozar, seconded by Day, to approve creating a skeleton Business Plan for back-up purposes should the merger not go forward. All voted in favor; Motion carried.

B. Update on Community Link, Inc. Board of Directors

Minutes from the August 26, 2016 and September 15, 2016 CLI Board meetings were provided to the CCCW Board. Janis Ribbens shared specifics on appointments of Board officers and explained that an Employment Agreement is being created for Mark Hilliker as CEO.

6. Next Meeting Agenda Items

A. Board Discussion/Action

- Approval of the CCCW 3-Year Business Plan

7. The next two Board meetings will occur on Wednesday, October 12, 2016 at 11 a.m., and Thursday, December 15, at 1 p.m. at CCCW's Wausau Location – 1200 Lakeview Drive, Suite 100, Wausau, WI 54403. Videoconferencing will take place at CCCW's Hayward location - 15618 Windrose Lane, Suite 108, Hayward, WI 54843.

CCCW Board Meeting Minutes – September 28, 2016

8. There being no further business, the meeting was adjourned with a Motion from Henrich, seconded by Markert. All voted in favor; Motion carried.
9. Meeting adjourned at 2:07 p.m.

Respectfully submitted by Tara Adam, CCCW Executive Assistant

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