

OFFICIAL NOTICE AND AGENDA

Notice is hereby given that the **Executive Committee** of the **North Central Community Services Program Board** will hold a meeting at the following date, time as noted below:

Thursday, August 31, 2023 at 1:00 PM
North Central Health Care – Wausau Board Room
1100 Lake View Drive, Wausau WI 54403

Persons wishing to attend the meeting by phone may call into the telephone conference beginning five (5) minutes prior to the start time indicated above using the following number:

Meeting number: 1-408-418-9388 **Access Code:** 2482 832 9739 **Password:** 1234

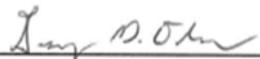
AGENDA

1. Call to Order
2. Public Comments (15 Minutes)
3. Approval of July 27, 2023 Executive Committee Meeting Minutes
4. Educational Presentations and Committee Discussion
 - a. Executive Director Update – G. Olsen
 - b. Financial Update – J. Hake
 - c. Discussion Regarding Responsibilities of the NCCSP Board – G. Olsen
5. Discussion and Possible Action
 - a. ACTION: 2024 Budget Presentation and Adoption – G. Olsen/J. Hake
7. Next Meeting: Wednesday, September 20, 1:00 p.m. in the North Central Health Care Wausau Board Room
8. Adjournment

Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the Administrative Office at 715-848-4405. For TDD telephone service call 715-845-4928.

NOTICE POSTED AT: North Central Health Care
COPY OF NOTICE DISTRIBUTED TO:
Wausau Daily Herald, Antigo Daily Journal, Tomahawk Leader
Merrill Foto News, Langlade, Lincoln & Marathon County Clerks Offices

DATE: 08/24/2023 TIME: 4:00 PM BY: D. Osowski



Presiding Officer or Designee

NORTH CENTRAL COMMUNITY SERVICES PROGRAM EXECUTIVE COMMITTEE MEETING MINUTES

July 27, 2023

2:00 p.m.

NCHC Wausau Board Room

Present: X Kurt Gibbs X^(WebEx) Renee Krueger
X Lance Leonhard X Robin Stowe

Staff: Gary Olsen, Vicki Tylka, Jason Hake

Others: Dejan Adzic, Marathon County Deputy Corporation Counsel

Call to Order

- Meeting was called to order by Chair Gibbs at 2:00 p.m.

Public Comments

- There were no public comments.

Approval of Executive Committee Meeting Minutes

- **Motion**/second, Stowe/Leonhard, to approve the June 21, 2023 Executive Committee meeting minutes. Motion carried.

Executive Director Update – G. Olsen

- G. Olsen updated the Committee on the progress of construction on campus. We received notification from the Department of Human Services that they will be setting up a site visit for the MMT program. An update was also provided on the Adult Day Services program and Pine Crest Nursing Home.
- Employee Updates were completed in July; consideration is being given to change from occurring quarterly to semi-annually.

Financial Update – J. Hake

- J. Hake provided a financial update on the June financial statements and the financial position of the organization through June.

Budget Update – J. Hake

- Several headwinds NCHC is facing in 2024 are the potential changes with Pine Crest Nursing Home, health insurance, fund balance, and investments, in addition to a \$2 million debt payment. The debt payment is the largest hurdle to overcome.
- G. Olsen asked the Committee for direction on presenting a 2024 budget. If all debt is included, to obtain a balanced budget could be difficult. The Committee members agreed that a realistic budget must be provided with additional conversations needed to address the headwinds.

Medical Staff Recommendation – G. Olsen

- **Motion**/second, Stowe/Leonhard, to approve the recommendations of the Medical Executive Committee for Initial Appointment for: Kimberly Hoenecke, D.O.; Reappointments for: James Billings, M.D. and Waqas Yasin, M.D.; and Privilege Amendment for: James Billings, M.D. Motion carried.

ARPA Capital Request for Workday Software – G. Olsen

- **Motion**/second, Leonhard/Stowe, to develop an ARPA request for each of the three counties aiming for a financial and human resources system. Motion carried.

Closed Session

- **Motion**/second, Stowe/Leonhard, to go into Closed Session (Roll Call Vote Suggested) Pursuant to Wis. Stat. s. 19.85(1)(e), for the purpose of conducting specified public business where competitive or bargaining reasons require closed session, to wit: Update relating to current and future state of certain NCHC programs and discussion relating to negotiations of potential sale and/or transfer of certain North Central Health Care property. Roll call taken; all indicated aye. Committee approved G. Olsen, J. Hake, and D. Osowski to remain in closed session. Meeting convened in closed session at 2:51 p.m.

Reconvene in Open Session and Possible Announcements and/or Action Regarding Closed Session Items

- **Motion**/second, Leonhard/Stowe, to reconvene in Open Session at 2:58 p.m. Motion carried.
- Staff will move forward based on discussion in closed session.

Next Meeting

- Thursday, August 31 at 1:00 p.m.

Adjourn

- **Motion**/second, Leonhard/Stowe, to adjourn the meeting at 2:59 p.m. Motion carried.

To: Executive Committee
From: Gary D. Olsen, MPA, Executive Director
Date: August 24, 2023
RE: Executive Director's Report and Information for the August 31, 2023 Executive Committee Meeting

EXECUTIVE DIRECTOR'S REPORT:

Construction Update:

The Administration, Human Resources, Safety and Security, HIM, Patient Finance, IMS, and Accounting departments have moved into their new offices. Some of Community Treatment and Pharmacy are just finishing their moves. The remainder of Community Treatment and Outpatient will be moving later in September. The only construction then remaining for NCHC will be in the nursing home, Northern Reflections, and that should be done by the end of November.

Lakeside Medically Monitored Treatment (MMT) and Adult Crisis Stabilization (ACSF):

We are still waiting for the State to come and complete the site visit. They again requested additional information, so we are hoping a visit will occur soon.

Bissell Street CBRF Update:

We are working with the MCO's and guardians to find placement for the clients who reside at the Bissell Street CBRF. Five of the individuals have found new placement options and have moved. We are assisting the MCO's and guardians with finding placement opportunities for the three remaining individuals.

Pine Crest Nursing Home Update:

The Lincoln County Board voted on a resolution to hold a referendum to increase property taxes for Pine Crest at their August meeting. The resolution failed, so it looks as though the nursing home will be sold. I have met with staff and am planning future meetings with staff, residents, and family members to keep them updated as we move forward.

Medical Director Update:

Our contracts with Dr. James Billings and Dr. Jessica Dotson as interim Medical Directors will end on September 15th. Dr. Billings, Vicki Tylka, and I have been evaluating how the Medical Director roles have been going. After our evaluation, we have decided to establish another six-month interim Medical Director contract with Dr. Billings for the Youth Hospital, Intensive Outpatient, and the MMT program. Dr. Waqas Yasin will be the Medical Director of the Adult Hospital. We will continue to evaluate the two Medical Director roles for these different areas.

News You Can Use Articles:

I have decided to change the schedule for who writes the weekly article for News You Can Use. Rather than a rotating schedule every five weeks between Senior Leaders and the Executive Committee, I would like to write most of the articles. A Senior Leader would write an article once a month and am asking a member of the Executive Committee to write an article once per quarter. The goal is to help improve communication within the organization and give me an opportunity to connect better with the employees.

Director of Human Resources Position Update:

Our Director of Human Resources, Nic Lotzer, has resigned his position with NCHC. We want to wish Nic well in his future endeavors. We are currently recruiting for the position.

Update Regarding Salary Increase Information:

Positions that were re-comped by the Compensation Committee and a change to the pay grade was warranted are as follows:

- Case Manager II Masters were moved from paygrade 14 to paygrade 15 to realign with other similar positions.
- Community Treatment Lead was moved from paygrade 15 to paygrade 16 to realign with other similar positions.

INFORMATION FOR THE MEETING:**Financial Update:**

Managing Director of Finance/Administration, Jason Hake, will provide a financial report for the Committee.

Discussion Regarding Responsibilities of the NCCSP Board:

At the July meeting, I had distributed a copy of the proposed responsibilities of the NCCSP Board. With the new Tri-County agreement that went into effect last year, the new role of the Board has not been clearly defined. I would like to discuss the role and responsibilities of the NCCSP Board with the Committee.

2024 Budget Presentation and Adoption:

Jason Hake and I will present the proposed 2024 Budget to the Committee for adoption.



North Central Health Care

Person centered. Outcome focused.

To: Executive Committee & North Central Community Services Program Board
From: Jason Hake, MBA, Managing Director of Finance and Administration
Date: August 31, 2023
RE: July Financial Statements

Through July our net income from service programs was \$55,840. Revenue was unfavorable \$383,822 with expenses favorable \$439,664.

Behavioral Health Services

Net loss of \$883,595 which was favorable to budget by \$1,097,256. Adult Behavioral Hospital and the Youth Behavioral Hospital were the main drivers.

Adult Behavioral Health Hospital

YTD net loss of \$380,517 which was favorable to budget by \$462,856. Out of county placements were favorable for the month \$1,667 and unfavorable \$408,073 YTD. YTD average daily census is 6.44 compared to budget of 7.

Youth Behavioral Health Hospital

YTD net loss of \$438,042 which was favorable to budget by \$569,886. Revenue is the main driver and favorable by \$543,626 due to an increase in our Medicaid rates. Out of county placements were favorable for the month \$9,500 and unfavorable \$73,171 YTD. YTD average daily census was 3.33 compared to a budget of 4.

Community Services

Net income of \$685,399 which was favorable to budget by \$1,558,269. Revenue was the main driver and favorable \$1,855,743.

Community Living

Net loss of \$218,160 which was unfavorable to budget by \$222,228. Expenses were unfavorable \$170,745 driven by high overtime, call time and contracted staffing.

Nursing Homes

Net income of \$388,270 which was unfavorable to budget by \$2,425,923.

Mount View Care Center

YTD net income of \$718,956 which was unfavorable to budget by \$1,436,827. This was driven by the loss in supplemental and CPE funding, along with census. YTD average daily census was 114.3 compared to budget of 128.

www.norcen.org

Wausau Campus
1100 Lake View Drive
Wausau, Wisconsin 54403
715.848.4600

Antigo Center
1225 Langlade Road
Antigo, Wisconsin 54409
715.627.6694

Merrill Center
607 N. Sales Street, Ste. 309
Merrill, Wisconsin 54452
715.536.9482

Mount View Care Center
2400 Marshall Street
Wausau, Wisconsin 54403
715.848.4300

Pine Crest Nursing Home
2100 E. 6th Street
Merrill, WI 54452
715.536.0355



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Pine Crest

Net loss of \$330,686 which was unfavorable to budget by \$989,097. This was driven by the loss in supplemental and CPE funding, along with census. YTD average daily census was 83.2 compared to budget of 89.

Pharmacy

Net loss of \$164,219 which was unfavorable \$134,609.

Self-Funded Health Insurance

Net income of \$687,580. Health insurance claims are down from prior year helping drive the favorable variance.

Cash on Hand/Days Invested Cash

Cash on hand was 63 days, up from 52 days in June. Days invested cash is at 0. This has significantly decreased over the last several years and an area we need to improve to reach our target of 90 days.

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North Central Health Care
Programs by Service Line
For the Period Ending July 31, 2023

	Revenue			Expense			Net Income/ (Loss)	Variance From Budget
	Actual	Budget	Variance	Actual	Budget	Variance		
BEHAVIORAL HEALTH SERVICES								
Adult Behavioral Health Hospital	3,772,160	3,001,359	770,801	4,152,677	3,844,732	(307,945)	(380,517)	462,856
Adult Crisis Stabilization Facility	905,526	1,019,217	(113,691)	740,998	944,798	203,800	164,527	90,108
Lakeside Recovery MMT	52,665	694,638	(641,973)	195,612	594,048	398,436	(142,948)	(243,538)
Youth Behavioral Health Hospital	1,383,607	839,980	543,626	1,821,648	1,847,908	26,260	(438,042)	569,886
Youth Crisis Stabilization Facility	581,472	670,827	(89,355)	470,432	626,328	155,896	111,040	66,541
Crisis Services	1,377,034	1,432,948	(55,914)	1,531,355	1,692,973	161,618	(154,321)	105,704
Psychiatry Residency	555,844	514,663	41,181	599,179	603,697	4,518	(43,335)	45,699
	<u>8,628,307</u>	<u>8,173,633</u>	<u>454,675</u>	<u>9,511,902</u>	<u>10,154,484</u>	<u>642,581</u>	<u>(883,595)</u>	<u>1,097,256</u>
COMMUNITY SERVICES								
Outpatient Services (Marathon)	2,941,484	2,589,907	351,577	2,990,274	3,391,752	401,478	(48,791)	753,055
Outpatient Services (Lincoln)	693,198	558,680	134,518	459,374	459,756	382	233,824	134,900
Outpatient Services (Langlade)	531,616	461,187	70,429	387,600	470,003	82,403	144,016	152,832
Community Treatment Adult (Marathon)	2,985,206	2,787,879	197,327	2,984,562	3,071,092	86,530	643	283,856
Community Treatment Adult (Lincoln)	493,123	470,647	22,476	469,121	519,611	50,490	24,002	72,966
Community Treatment Adult (Langlade)	163,923	190,803	(26,880)	322,391	357,863	35,472	(158,468)	8,592
Community Treatment Youth (Marathon)	3,506,311	2,737,371	768,940	3,196,613	2,615,213	(581,400)	309,697	187,539
Community Treatment Youth (Lincoln)	973,125	972,809	315	945,039	909,579	(35,460)	28,086	(35,145)
Community Treatment Youth (Langlade)	682,974	831,676	(148,702)	686,676	678,961	(7,715)	(3,702)	(156,417)
Jail Meals (Marathon)	485,744	-	485,744	329,653	-	(329,653)	156,091	156,091
	<u>13,456,703</u>	<u>11,600,960</u>	<u>1,855,743</u>	<u>12,771,304</u>	<u>12,473,829</u>	<u>(297,475)</u>	<u>685,399</u>	<u>1,558,269</u>
COMMUNITY LIVING								
Adult Day Services (Marathon)	476,440	621,781	(145,341)	479,631	630,461	150,830	(3,191)	5,490
Day Services (Langlade)	203,863	226,922	(23,059)	178,374	161,888	(16,486)	25,489	(39,545)
Supportive Employment Program	159,282	94,289	64,993	169,893	149,491	(20,403)	(10,611)	44,590
Andrea St Group Home	358,974	-	358,974	370,082	-	(370,082)	(11,108)	(11,108)
Chadwick Group Home	404,544	310,943	93,601	462,507	330,160	(132,346)	(57,963)	(38,746)
Bissell Street Group Home	165,593	-	165,593	311,089	-	(311,089)	(145,496)	(145,496)
Heather Street Group Home	216,313	271,918	(55,605)	111,856	320,528	208,672	104,457	153,067
Marshall Street Residential	-	631,974	(631,974)	-	636,640	636,640	-	4,665
Jelinek Apartments	563,311	487,837	75,474	531,620	418,905	(112,715)	31,691	(37,241)
River View Apartments	323,686	413,198	(89,512)	411,779	386,596	(25,183)	(88,093)	(114,696)
Riverview Terrace	139,216	-	139,216	155,571	-	(155,571)	(16,355)	(16,355)
Hope House (Sober Living Marathon)	15,070	11,884	3,186	46,568	31,503	(15,065)	(31,498)	(11,879)
Sober Living (Langlade)	28,217	35,244	(7,028)	43,699	35,751	(7,948)	(15,482)	(14,976)
	<u>3,054,508</u>	<u>3,105,992</u>	<u>(51,483)</u>	<u>3,272,668</u>	<u>3,101,923</u>	<u>(170,745)</u>	<u>(218,160)</u>	<u>(222,228)</u>
NURSING HOMES								
Mount View Care Center	11,716,371	13,932,201	(2,215,830)	10,997,415	11,776,419	779,003	718,956	(1,436,827)
Pine Crest Nursing Home	7,084,946	7,885,974	(801,028)	7,415,632	7,227,564	(188,069)	(330,686)	(989,097)
	<u>18,801,318</u>	<u>21,818,176</u>	<u>(3,016,858)</u>	<u>18,413,048</u>	<u>19,003,982</u>	<u>590,935</u>	<u>388,270</u>	<u>(2,425,923)</u>
Pharmacy	4,679,263	4,629,200	50,063	4,843,482	4,658,811	(184,671)	(164,219)	(134,609)
OTHER PROGRAMS								
Aquatic Services	838,504	727,625	110,879	618,700	655,244	36,544	219,804	147,423
Birth To Three	268,082	-	268,082	268,082	-	(268,082)	-	-
Adult Protective Services	451,776	505,332	(53,555)	415,400	487,344	71,943	36,376	18,388
Demand Transportation	260,286	261,653	(1,367)	268,321	286,954	18,633	(8,035)	17,266
	<u>1,818,648</u>	<u>1,494,610</u>	<u>324,038</u>	<u>1,570,503</u>	<u>1,429,542</u>	<u>(140,961)</u>	<u>248,145</u>	<u>183,077</u>
Total NCHC Service Programs	<u>50,438,748</u>	<u>50,822,570</u>	<u>(383,822)</u>	<u>50,382,907</u>	<u>50,822,571</u>	<u>439,664</u>	<u>55,840</u>	<u>55,841</u>
SELF-FUNDED INSURANCE TRUST FUNDS								
Health Insurance Trust Fund	5,047,507	-	5,047,507	4,411,041	-	(4,411,041)	636,466	636,466
Dental Insurance Trust Fund	289,029	-	289,029	237,916	-	(237,916)	51,114	51,114
Total NCHC Self-Funded Insurance Trusts	<u>5,336,537</u>	<u>-</u>	<u>5,336,537</u>	<u>4,648,957</u>	<u>-</u>	<u>(4,648,957)</u>	<u>687,580</u>	<u>687,580</u>

North Central Health Care
Fund Balance Review
For the Period Ending July 31, 2023

	<u>Marathon</u>	<u>Langlade</u>	<u>Lincoln</u>	<u>Total</u>
YTD Appropriation (Tax Levy) Revenue	2,789,036	134,275	607,164	3,530,476
Total Revenue at Period End	36,074,390	2,968,727	11,395,630	50,438,747
County Percent of Total Net Position	71.5%	5.9%	22.6%	
Total Operating Expenses, Year-to-Date *	35,625,217	3,185,060	11,572,630	50,382,907
<i>* Excluding Depreciation Expenses to be allocated at the end of the year</i>				
Share of Operating Cash	10,587,941	871,330	3,344,651	14,803,922
Days Cash on Hand	63	58	62	63
Minimum Target - 20%	12,214,360	1,092,021	3,967,759	17,274,140
Over/(Under) Target	(1,626,420)	(220,690)	(623,108)	(2,470,218)
Share of Investments	-	-	-	-
Days Invested Cash	0	0	0	0
Days Invested Cash on Hand Target - 90 Days	15,058,800	1,346,327	4,891,757	21,296,885
Current Percentage of Operating Cash	29.7%	27.4%	28.9%	29.4%
Over/(Under) Target	(1,626,420)	(220,690)	(623,108)	(2,470,218)
Share of Investments	-	-	-	-
Amount Needed to Fulfill Fund Balance Policy	<u>(1,626,420)</u>	<u>(220,690)</u>	<u>(623,108)</u>	<u>(2,470,218)</u>

North Central Health Care
Review of Services in Langlade County
For the Period Ending July 31, 2023

	Revenue			Expense			Net Income/ (Loss)	Variance From Budget
	Actual	Budget	Variance	Actual	Budget	Variance		
Direct Services								
Outpatient Services	531,616	461,187	70,429	387,600	470,003	82,403	144,016	152,832
Community Treatment-Adult	163,923	190,803	(26,880)	322,391	357,863	35,472	(158,468)	8,592
Community Treatment-Youth	682,974	831,676	(148,702)	686,676	678,961	(7,715)	(3,702)	(156,417)
Sober Living	28,217	35,244	(7,028)	43,699	35,751	(7,948)	(15,482)	(14,976)
Day Services	203,863	226,922	(23,059)	178,374	161,888	(16,486)	25,489	(39,545)
	<u>1,610,592</u>	<u>1,745,833</u>	<u>(135,241)</u>	<u>1,618,740</u>	<u>1,704,465</u>	<u>85,726</u>	<u>(8,148)</u>	<u>(49,515)</u>
Shared Services								
Adult Behavioral Health Hospital	347,368	266,560	80,808	435,350	403,066	(32,284)	(87,982)	48,524
Youth Behavioral Health Hospital	145,202	88,211	56,992	190,974	193,727	2,753	(45,772)	59,745
Residency Program	58,272	53,955	4,317	62,816	63,289	474	(4,543)	4,791
Supportive Employment Program	16,699	9,885	6,814	17,811	15,672	(2,139)	(1,112)	4,675
Crisis Services	89,640	95,501	(5,862)	160,541	177,484	16,943	(70,901)	11,082
Adult Crisis Stabilization Facility	94,932	106,851	(11,919)	77,683	99,049	21,366	17,248	9,447
Youth Crisis Stabilization Facility	60,959	70,327	(9,368)	49,318	65,662	16,344	11,641	6,976
Pharmacy	490,555	485,307	5,248	507,771	488,411	(19,360)	(17,216)	(14,112)
Lakeside Recovery MMT	5,521	72,823	(67,302)	20,507	62,278	41,770	(14,986)	(25,532)
Adult Protective Services	48,987	54,601	(5,615)	43,549	51,091	7,542	5,438	1,928
	<u>1,358,135</u>	<u>1,304,021</u>	<u>54,114</u>	<u>1,566,321</u>	<u>1,619,729</u>	<u>53,409</u>	<u>(208,186)</u>	<u>107,522</u>
Excess Revenue/(Expense)	2,968,727	3,049,854	(81,127)	3,185,060	3,324,195	139,134	(216,333)	58,007

North Central Health Care
Review of Services in Lincoln County
For the Period Ending July 31, 2023

	Revenue			Expense			Net Income/ (Loss)	Variance From Budget
	Actual	Budget	Variance	Actual	Budget	Variance		
Direct Services								
Outpatient Services	693,198	558,680	134,518	459,374	459,756	382	233,824	134,900
Community Treatment-Adult	493,123	470,647	22,476	469,121	519,611	50,490	24,002	72,966
Community Treatment-Youth	973,125	972,809	315	945,039	909,579	(35,460)	28,086	(35,145)
Pine Crest Nursing Home	7,084,946	7,885,974	(801,028)	7,415,632	7,227,564	(188,069)	(330,686)	(989,097)
	<u>9,244,392</u>	<u>9,888,111</u>	<u>(643,719)</u>	<u>9,289,166</u>	<u>9,116,509</u>	<u>(172,656)</u>	<u>(44,774)</u>	<u>(816,375)</u>
Shared Services								
Adult Behavioral Health Hospital	604,576	486,771	117,806	634,676	587,611	(47,065)	(30,100)	70,741
Youth Behavioral Health Hospital	211,381	128,296	83,085	278,412	282,426	4,013	(67,031)	87,099
Residency Program	84,953	78,659	6,294	91,576	92,266	690	(6,623)	6,984
Supportive Employment Program	24,344	14,411	9,933	25,966	22,847	(3,118)	(1,622)	6,815
Crisis Services	207,356	215,902	(8,546)	234,045	258,746	24,701	(26,689)	16,155
Adult Crisis Stabilization Facility	138,396	155,772	(17,376)	113,251	144,399	31,148	25,146	13,772
Youth Crisis Stabilization Facility	88,870	102,526	(13,657)	71,899	95,725	23,826	16,971	10,170
Pharmacy	715,157	707,506	7,651	740,255	712,031	(28,224)	(25,099)	(20,573)
Lakeside Recovery MMT	8,049	106,165	(98,116)	29,896	90,792	60,895	(21,847)	(37,221)
Adult Protective Services	68,155	76,340	(8,185)	63,488	74,483	10,995	4,667	2,810
	<u>2,151,237</u>	<u>2,072,348</u>	<u>78,890</u>	<u>2,283,464</u>	<u>2,361,326</u>	<u>77,862</u>	<u>(132,227)</u>	<u>156,752</u>
Excess Revenue/(Expense)	11,395,630	11,960,459	(564,829)	11,572,630	11,477,835	(94,794)	(177,000)	(659,623)

North Central Health Care
Review of Services in Marathon County
For the Period Ending July 31, 2023

	Revenue			Expense			Net Income/ (Loss)	Variance From Budget
	Actual	Budget	Variance	Actual	Budget	Variance		
Direct Services								
Outpatient Services	2,941,484	2,589,907	351,577	2,990,274	3,391,752	401,478	(48,791)	753,055
Community Treatment-Adult	2,985,206	2,787,879	197,327	2,984,562	3,071,092	86,530	643	283,856
Community Treatment-Youth	3,506,311	2,737,371	768,940	3,196,613	2,615,213	(581,400)	309,697	187,539
Residential	2,032,421	2,115,871	(83,450)	2,198,932	2,092,829	(106,103)	(166,511)	(189,553)
Hope House Sober Living	15,070	11,884	3,186	46,568	31,503	(15,065)	(31,498)	(11,879)
Riverview Terrace	139,216	-	139,216	155,571	-	(155,571)	(16,355)	(16,355)
Demand Transportation	260,286	261,653	(1,367)	268,321	286,954	18,633	(8,035)	17,266
Jail Meals	485,744	-	485,744	329,653	-	(329,653)	156,091	156,091
Adult Day Services	476,440	621,781	(145,341)	479,631	630,461	150,830	(3,191)	5,490
Aquatic Services	838,504	727,625	110,879	618,700	655,244	36,544	219,804	147,423
Mount View Care Center	11,716,371	13,932,201	(2,215,830)	10,997,415	11,776,419	779,003	718,956	(1,436,827)
	<u>25,397,052</u>	<u>25,786,173</u>	<u>(389,120)</u>	<u>24,266,242</u>	<u>24,551,468</u>	<u>285,226</u>	<u>1,130,811</u>	<u>(103,894)</u>
Shared Services								
Adult Behavioral Health Hospital	2,820,216	2,248,028	572,188	3,082,651	2,854,055	(228,597)	(262,435)	343,591
Youth Behavioral Health Hospital	1,027,023	623,473	403,549	1,352,262	1,371,755	19,493	(325,239)	423,043
Residency Program	412,619	382,049	30,570	444,788	448,142	3,354	(32,169)	33,924
Supportive Employment Program	118,240	69,994	48,246	126,117	110,971	(15,146)	(7,877)	33,101
Crisis Services	1,080,038	1,121,544	(41,506)	1,136,769	1,256,742	119,973	(56,731)	78,467
Adult Crisis Stabilization Facility	672,198	756,594	(84,396)	550,064	701,351	151,286	122,133	66,890
Youth Crisis Stabilization Facility	431,643	497,974	(66,331)	349,215	464,941	115,726	82,428	49,395
Pharmacy	3,473,551	3,436,388	37,163	3,595,456	3,458,369	(137,087)	(121,905)	(99,924)
Lakeside Recovery MMT	39,094	515,650	(476,555)	145,209	440,979	295,770	(106,114)	(180,785)
Adult Protective Services	334,634	374,390	(39,756)	308,364	361,769	53,406	26,271	13,650
Birth To Three	268,082	-	268,082	268,082	-	(268,082)	-	-
	<u>10,677,338</u>	<u>10,026,085</u>	<u>651,253</u>	<u>11,358,975</u>	<u>11,469,073</u>	<u>110,098</u>	<u>(681,637)</u>	<u>761,351</u>
Excess Revenue/(Expense)	36,074,390	35,812,257	262,133	35,625,217	36,020,541	395,324	449,173	657,457

August 31, 2023

Explanation of NCCSP Board

The following is an explanation of how the NCCSP Board will fulfill their duties that are found in the 2022 Amended and Restated Intergovernmental Agreement Establishing a Multicounty Department of Community Programs hereto referred to as Agreement, Section V (North Central Community Services Program Board) I (Powers of NCCSP Board).

Budget and Program Priorities:

Agreement V(I)(2)(a) The Board shall recommend program priorities and identify services and needs that must be met.

Agreement V(I)(2)(b) The Board shall assist the Executive Director in the preparation of short-term and long-term plans, budgets, and strategies for identified services and organizational needs to be submitted to the Executive Committee for consideration and final approval.

Agreement V(I)(2)(f) The Board shall advise the Director on the coordination of local services and continuity of care.

Agreement V(I)(2)(C) Upon approval and authorization by the Executive Committee, the Board shall prepare for submission and submit the final approved budget to the department of health services in accordance with s. 46.031 (1) for authorized services:

- Each meeting, the Board will review a program with program managers to give the Board members a better understanding of the specific 51.42 programs.
- March of every year, the Board will discuss with the Executive Director if there are any 51.42 program changes, they would like to see considered in the next budget. These suggestions would then be taken to the NCCSP Executive Committee for final consideration and approval.
- If any Board member feels there is a need for better coordination of local services and continuity of care, as it relates to services found in s. 51.42, they can advise the Executive Director of these issues, which could be brought to the attention of the Board.
- Any strategic planning processes would happen at the Board level.
- The Board will assist in completing a SWAT analysis of services performed by NCCSP.
- The Board will recommend any changes to the Budget Policy to the Executive Committee for final approval.

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- August of every year, the approved budget will be presented to the Board. At this meeting, a motion will be required to approve the Executive Director to forward the submitted final approved budget to the Department of Health Services in accordance with s. 46.031 (1) for authorized services.
- The Board will recommend any changes to the Strategic Planning Policy to the Executive Committee for final approval.
- The Board is the “voice” of the community for 51.42 services.

Purchasing

Agreement V(I)(2)(d) The Board shall advise the Executive Director on purchasing and providing services, and the selection process of vendors for the services.

Agreement V(I)(2)(e) The Board shall provide the Executive Committee with recommendations for how the services and the selection of vendors should be changed:

- The Board will work with the Executive Director and Managing Director of Finance/Administration regarding the creation of a Purchasing Policy.
- Once established, the Board will recommend any changes to the Purchasing Policy to the Executive Committee for final approval.

Administrative Duties

Agreement V(I)(3)(a) The Board shall, as necessary, develop operating procedures for Board consideration with the Tri-County Agreement and any other governing authority and shall submit said procedures to the Executive Committee for final approval.

Agreement V(I)(3)(b) As requested by the Executive Director or Executive Committee, Board shall help create cooperative working agreements with those who provide health, education, vocational, or welfare services consistent with the services NCCSP provides:

- As needed or required by the Executive Director, the Board will assist in developing any operating procedures that are required by the Tri-County Agreement that would need to go before the Executive Committee for final approval.
- As needed or required by the Executive Director the Board will help create cooperative working agreements with those who provide health, education, vocational, or welfare services consistent with the services NCCSP provides.

Conflict of Interest

Agreement V(I)(5) The Board Shall adopt and enforce a policy to avoid conflicts of interest:

- The Board will approve the Conflict-of-Interest policy.

Policies Approved by the Board

- ***Budget Policy***, will recommend to the Executive Committee proposed changes.
- ***Contract Review and Approval Policy***, will recommend to the Executive Committee proposed changes.
- ***Strategic Planning Policy***, will recommend to the Executive Committee proposed changes.
- ***Purchasing Policy***, will recommend to the Executive Committee proposed changes.
- ***Contracting with Excluded Individuals and Entities Policy***, the Board will approve this policy.
- ***Conflict of Interest Policy***, the Board will approve this policy.

Meeting Schedule

It is anticipated that the meeting schedule for the Board will be as follows:

- March (will discuss program changes at this meeting)
- June regular meeting
- August budget meeting
- September regular meeting
- November regular meeting