

**THE RETAINED COUNTY AUTHORITY (RCA) COMMITTEE OF  
LANGLADE, LINCOLN, AND MARATHON COUNTIES  
MINUTES**

Date & Time of Meeting: **Monday, September 30, 2019 at 8:30 a.m.**

Meeting Location: **Courthouse Assembly Room, 500 Forest Street, Wausau, WI 54403**

<b>Attendance:</b>	<b>Present</b>	<b>Absent</b>
Nancy Bergstrom	X	
Chad Billeb	X	
Lance Leonhard	X	
Robin Stowe	X	

**Also Present:** Michael Loy, Laura Scudiere, Brenda Glodowski

**1. Call Meeting to Order**

The meeting was called to order at 8:30 a.m. by RCA Chair Lance Leonhard.

**2. Approval of the minutes of the August 29, 2019 RCA meeting.**

**MOTION BY BILLEB, SECOND BY STOWE, TO APPROVE THE MINUTES OF THE AUGUST 29, 2019 RCA MEETING. MOTION CARRIED.**

**3. Policy Issues Discussion and Possible Action**

A. Motion to Go Into Closed Session Pursuant to § 19.85(1)(c) Wis. Stats. to consider Performance Evaluation of a Public Employee Over Which the Governmental Body has Jurisdiction or Exercises Responsibility, namely the Chief Executive Officer of North Central Health Care (NCHC). [Roll call vote suggested]

**Action:**

**MOTION BY BERGSTROM; SECOND BY STOWE TO GO INTO CLOSED SESSION PURSUANT TO § 19.85(1)(C) WIS. STATS. TO CONSIDER PERFORMANCE EVALUATION OF A PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY, NAMELY THE CHIEF EXECUTIVE OFFICER OF NORTH CENTRAL HEALTH CARE.**

**ROLL CALL VOTE:**

**BERGSTROM – YES, STOWE – YES, BILLEB – YES, LEONHARD – YES**

B. Motion to Return to Open Session

**Action:**

**MOTION BY BERGSTROM, SECOND BY STOWE, TO RETURN TO OPEN SESSION. MOTION CARRIED.**

C. Possible Announcements or Action Resulting from Closed Session

RCA Chair to summarize comments from Committee members in a single appraisal document and bring document to the committee for review and action.

D. Consideration of the revised 2020 Performance Expectations & Outcomes Document for inclusion in the 2020 NCHC Annual Budget

**Discussion:**

NCHC CEO Michael Loy and NCHC Human Services Operations Director Laura Scudiere discuss the current draft of the 2020 Performance Expectations & Outcomes document, seeking feedback from committee members.

**Action:**

**MOTION BY STOWE, SECOND BY BILLEB, TO ADOPT THE PERFORMANCE EXPECTATIONS & OUTCOMES, WITH MODIFICATIONS AS DISCUSSED, FOR INCLUSION IN THE 2020 NCHC ANNUAL BUDGET. MOTION CARRIED.**

**Follow up necessary:**

NCHC to incorporate the document into its formal 2020 Annual Budget document.

E. Review and Consideration for Approval of the 2020 North Central Health Care (NCHC) Budget

**Discussion:**

NCHC CFO Brenda Glodowski presents an overview of the 2020 NCHC Annual Budget, noting that NCHC staff has already presented the budget to administrative representatives from each of the member counties. Glodowski highlights several aspects of this proposed annual budget, including the:

- Impact of acquisition of Lincoln Industries and Pine Crest Nursing home, noting the considerations that went into taking on both programs;
- Transfers of both Birth to Three and Adult Protective Services, noting the anticipated impact of each transfer;
- Impact of campus renovation project, including the anticipated effects of beginning operations of the Youth Hospital and expanded Community Based Residential Facility in the first half of 2020.
- Ongoing cost control efforts relative to diversions to state institutes and employee health insurance.

Glodowski and Loy answer questions from committee members relative to the proposed budget.

**Action:**

**MOTION BY BERGSTROM, SECOND BY BILLEB, TO APPROVE THE 2020 NORTH CENTRAL HEALTH CARE BUDGET FOR PROVISION TO THE INDIVIDUAL MEMBER COUNTIES. MOTION CARRIED.**

**Follow up necessary:**

No additional formal action is necessary with respect to the budget, as it has already been provided to respective County Administrative Officers by Loy in accordance with respective budget process for respective member counties.

F. Presentation of NCHC Program and Services Quality Report and consideration of next steps

**Discussion:**

NCHC CEO Michael Loy and NCHC Human Services Operations Director Laura Scudiere review the dashboard document in the packet, discussing with committee members some of the drawbacks of some of the measures within the document.

Members express understanding that the document is a “work in progress” and that measures and targets will be periodically revised. Members express a desire to ensure that we are using the dashboard to gain additional insights on areas to examine for improvement, including root cause analysis and adoption of evidence-based practices.

**Action:**

No action taken.

**Follow up necessary:**

NCHC to continue to provide periodic updates to the committee on the dashboard and opportunities for improvement.

**4. Educational Presentations/Outcome Monitoring Reports - None**

A. NCHC Conflict Resolution Protocol: County Complaint Policy and Reporting Guide

**Discussion:**

Loy provides an updated draft of the conflict resolution protocol and requests that committee members further review the document and provide feedback at a later meeting.

**Follow up necessary:**

Topic to be included on future agendas for consideration.

B. Referral Source Survey Implementation Plan – clarification of timeline and committee member responsibilities relative to stakeholder education

**Discussion:**

Scudiere provides members with sample referral source survey cards that utilize QR code technology to allow referral sources to provide timely feedback relative to their assessment of the service provided to clients that the source has referred for care. Consensus amongst committee members is that the cards are a significant step forward from the initial referral source survey plan, particularly in that the new mechanism provides the opportunity for feedback at the conclusion of every interaction a referral source may have with NCHC staff, as opposed to an annual or semi-annual survey.

**Follow up necessary:**

NCHC staff to begin deploying the referral source survey tool.

C. Revision of the Tri-County Agreement

1. Update on the discussion at NCHC Board and Initial review of Tri-County Agreement

**Discussion:**

Loy explains that the NCHC Board has been advised that the RCA is interested in seeking input from the Board on areas of the existing agreement that the Board believes could be improved upon. Leonhard indicates that he will work with Loy to get this issue on the Board meeting agenda.

Committee members reiterate the importance of reaching out to their committees of jurisdiction within their respective member counties to discuss this issue and seek feedback.

Committee members note several areas that they believe should be discussed during the revision process, including the following:

- The mechanism for the provision of Legal Representation for NCHC
- Composition of the NCCSP Board
  - o Mechanism for the apportionment of seats amongst the member counties (e.g., population driven, tax levy contribution driven, or some other mechanism)
  - o County residency requirement of Board members
  - o Expressed competencies desired within Board members to assist counties in making appointments
- Structure of NCCSP Board and RCA
  - o Should the RCA be maintained outside of the Board or should it be housed within the Board
  - o RCA membership
- Process for consideration of expansion of partnership or service delivery outside of member counties

**Follow up necessary:**

Committee members are encouraged to move forward with discussions at their local committees. Topic to be included on future agendas.

**5. Next Meeting Time, Location and Agenda Items:**

A. Future Agenda Items and Meeting Times

1. Next meeting - October 31, 2019 at 9:00 am

B. Announcements

1. Langlade County has closed on the property designated for the operation of the Sober Living pilot. NCHC is working on planning relative to facility renovations and operations.
2. Michelle Giese from Apricity will be making a presentation on October 8 at 6:00 pm at NTC on the Apricity sober living model
3. Loy expresses that significant facility work and operational changes are underway in connection with the campus renovation and encourages RCA members to contact him with any questions they may have.

**6. Adjournment of the RCA Committee meeting**

**MOTION BY STOWE, SECOND BY BILLEB, TO ADJOURN THE MEETING. MOTION CARRIED.**

Meeting adjourned at 11:26 a.m.

Minutes Prepared by

Lance Leonhard on October 30, 2019