

MARSH COUNTRY HEALTH ALLIANCE

MINUTES OF THE ANNUAL MEETING OF THE MEMBERS AND COMMISSION BOARD

August 29, 2016 ~ 10:00 a.m.

1. **CALL TO ORDER:** The meeting was called to order by Marsh Country Health Alliance President Russell Kottke at 10:00 a.m.
2. **ROLL CALL:**

Members Present (in person):

- Andy Ross, Columbia County Board Supervisor
- Russell Kottke, Dodge County Board Chairman / Marsh Country Health Alliance President
- Mark Stead, Grant County Board Supervisor
- Herbert Hanson, Green County Board Supervisor
- Ronald Benish, Iowa County Board Supervisor
- James Mode, Jefferson County Board Supervisor
- Karl Hertz, Ozaukee County Board Supervisor
- Joan Fordham, Sauk County Board Supervisor
- Kristine Deiss, Washington County Board Supervisor
- Duane Paulson, Waukesha County Board Supervisor

Member Present (via teleconference):

- Jack Allen, Adams County Board Supervisor
- Terry Thomas, Rock County Board Supervisor

Members Absent:

- Winnebago County

Human Services Staff Present (in person):

- Becky Mulhern, Columbia County ADRC Director
- Joan Daniel, Jefferson County Administrative Services Division Manager
- Liza Drake, Ozaukee County Interim Director of Human Services
- Mary Smith, Waukesha County ADRC Manager
- Randy Setzer, Waukesha County Manager of Fiscal Administrative Support Division of Health and Human Services

Human Services Via Teleconference:

- Diane Osborn, Adams County Long Term Support Services Manager
- Eric Diamond, Washington County Client Services Director
- Janel Hetzel, Washington County ADRC Supervisor
- Tom Saari, Winnebago County Behavioral Health Services Division Manager

Also Present:

- Attorney Andrew Phillips
- Jane Hooper, Clearview Administrator
- Bill Wiley, Marsh Country Health Alliance Deputy Treasurer / Clearview Director of Finance
- Lori Kurutz, Clearview Director of Support Services
- Jill Soldner, Marsh Country Health Alliance Deputy Secretary / Clearview Administrative Secretary

3. **ELECTION OF PRESIDENT, VICE PRESIDENT, SECRETARY, TREASURER, AND MEMBER AT LARGE OF THE COMMISSION BOARD (2-year term, August 2016 to August 2018):**

Nominations were taken from the Commission Board and Board Officers to elect officers for a two-year term, from August 2016 to August 2018. It is noted that two offices are currently vacant, that being Secretary (Scott Alexander from Sauk County) and Member at Large (Janel Brandtjen from Waukesha County) as they are no longer on their respective counties' Board of Supervisors.

President: Russell Kottke (Dodge County)

Vice President: Duane Paulson (Waukesha County)

Secretary: Andy Ross (Columbia County)

Treasurer: James Mode (Jefferson County)

Member at Large: Kristine Deiss (Washington County)

Motion by Waukesha County; seconded by Jefferson County, to close the nominations. Motion carried.

Motion by Grant County; seconded by Washington County, to elect Russell Kottke as President; Duane Paulson as Vice President; Andy Ross as Secretary; James Mode as Treasurer; and Kristine Deiss as Member at Large for a two-year term (August 2016 to August 2018). Motion carried.

4. **APPROVAL OF MINUTES FOR THE JUNE 27, 2016 SPECIAL MEETING OF THE MEMBERS OF THE MARSH COUNTRY HEALTH ALLIANCE COMMISSION:**

Motion by Waukesha County; seconded by Jefferson County, to approve the June 27, 2016 Special Meeting Minutes to set the assessment rate for 2017, as amended. Motion carried.

5. **CENSUS UPDATE (as of 8/29/16):**

Clearview: 129 of 140 (NOTE: 6 deaths in last two weeks.
3 admissions are scheduled this week;
with referrals as well)

ICF-IID (formerly FDD): 43 of 46

Not Part of MCHA:

Clearview Brain Injury Center: 22 of 30

Clearview Behavioral Health 1/2: 20 of 20

Trailview 4 of 4

Clearview Community Group Home: 4 of 4

Northview Heights (CBRF): 15 of 20

6. **WISCONSIN ACT 272 ~ DEMENTIA CRISIS UNIT:** Hooper was invited to attend a meeting on June 30 in Madison with the Department of Health Services for a planning session to address the "Speakers' Task Force," regarding 2015 Wisconsin Act 272. "Dementia Crisis Unit" means "a unit or part of a unit of a public or private facility that is qualified, competent, and equipped to provide diagnosis, evaluation, and treatment of dementia and medical, psychiatric, and behavioral care to individuals who have dementia and that provides a therapeutic environment that is appropriate for and designed to prevent harm to individuals who have dementia." The Department of Health Services has until November 1, 2016 to prepare a proposal for one or more pilot programs for coalitions of two or more counties to create dementia crisis units. More meetings may be scheduled.

7. **DETERMINATION OF COUNTY OF RESPONSIBILITY POLICY / MEMORANDUM OF UNDERSTANDING REGARDING MEDICAID RENEWALS:** A discussion was held regarding the draft Memorandum of Understanding Regarding Medical Renewals. Changes were suggested to the draft. Attorney Phillips will revise the Memorandum to include the changes. A redlined version, as well as a clean version, will be sent out to the member counties for review. After review of Attorney Phillips' revisions, members were asked to forward additional changes to jsoldner@co.dodge.wi.us by November 2, 2016, who will in turn forward them on to Attorney Phillips. If no changes are necessary to the Memorandum, the final version will be sent out to the Human Services Directors to sign and return to jsoldner@co.dodge.wi.us by November 11, 2016. A full commission "Special Meeting" will be held on **Monday, November 28, 2016, at 10:00 a.m.**, in conjunction with the quarterly Board meeting. Members may appear by telephone or in person. Motion by Columbia County to adopt the Memorandum of Understanding, as amended; seconded by Iowa County. Motion carried.

8. **FINANCIAL PRESENTATION ~ BILL WILEY:**

Report on Historic Losses: Wiley reported on the MCHA historic losses from 2010 through 2015. He showed the members the losses reflected on Cost Report along with the MCHA loss / gain after the other areas of Clearview are excluded as well as the MCHA portion of the Clearview census and finally the MCHA assessments for those years. Wiley explained that as more areas of Clearview increase their census numbers, less of the loss burden falls onto the MCHA areas. A steady decline has occurred in the MCHA assessment since 2011.

2017 Budget: Wiley reviewed the proposed 2017 Clearview budget with the members. He noted that the increase in revenues in Medicaid is due to primarily to the increase in Medicaid supplemental payments for both MCHA areas of the facility.

Wiley also mentioned that direct expenses were projected to be higher in 2017 due to more expenses that were being reported in the "Overhead" are now being reflected in the appropriate area of Clearview. Overhead expenses are anticipated to remain flat in comparison to 2016.

Current Financial Update: Wiley reviewed the current status of the 2016 MCHA budget. 2016 revenues are slightly behind budget projections. Direct expenses are lower than expected. The overhead expenses for MCHA are slightly higher than what is budgeted. Overall the 2016 MCHA actuals are slightly behind the budget projections.

Licensed Beds: Wiley reported that the overall census at Clearview is good. Many households are at or above their budgeted census rates. Both MCHA households are exceeding their budgeted rates.

Long Range Capital Plans: Wiley reviewed the capital plans for the upcoming 5 years. All years reflect facility equipment replacements as well as a vehicle replacement in each year. This is to continually replace a portion of the facility's aging fleet and equipment every year. In 2017 billing / clinical software has been budgeted for as well. The replacement of this software will greatly improve both billing and clinical efficiency. Wiley also mentioned that the siding on the facility is anticipated to be replaced and is in the 2016 budget. The decision of what action to take on this has not been decided on at this point and it is possible that the budget authority for this project may be carry forward to 2017.

9. **ANNUAL INDEPENDENT AUDIT – REPORT ON FILE:** The annual independent audit may be found on the Dodge County website at:

<http://www.co.dodge.wi.us/modules/showdocument.aspx?documentid=733>

10. **FUTURE AGENDA ITEMS.**

- Memorandum of Understanding Regarding Medicaid Renewals
- Quarterly financials

11. **NEXT MEETING DATE: Special Meeting and Quarterly Board Meeting (conference call or attendance in person) on Monday, November 28, 2016, at 10:00 a.m.,** in Rooms H1 and II, at the Dodge County Administration Building, located at 127 East Oak Street, Juneau, Wisconsin. **The call-in number is (920) 386-4172.**

12. **2017 MEETING DATES:**

- **Monday, Feb. 27, 2017, at 9:30 a.m.** Quarterly Board meeting/conference call (financials)
- **Monday, June 26, 2017, at 10:00 a.m.** Set assessment rate for 2018 – full Commission
- **Monday, Aug. 28, 2017, at 10:00 a.m.** Annual Meeting – full Commission

- **Monday, Nov. 20, 2017, at 9:30 a.m.** Quarterly Board meeting/conference call (financials)
13. **ADJOURN:** Motion by the President (Dodge County) to adjourn at 11:19 a.m. Motion carried.

Respectfully submitted this 28th day of November, 2016.

MARSH COUNTRY HEALTH ALLIANCE

By: 
Andy Ross (Columbia County), Secretary