MARSH COUNTRY HEALTH ALLIANCE

MINUTES OF THE ANNUAL MEETING OF THE MEMBERS AND COMMISSION BOARD

August 31, 2015 ~ 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):

- Vern Gove, Columbia County Board Chairman (in for Andy Ross)
- Russell Kottke, Dodge County Board Chairman / Marsh Country Health Alliance President
- Mark Stead, Grant County Board Supervisor
- Herbert Hanson, Green County Board Supervisor
- James Griffiths, Iowa County Board Supervisor
- James Mode, Jefferson County Board Supervisor
- Karl Hertz, Ozaukee County Board Supervisor
- Scott Alexander, Sauk County Board Supervisor
- Janel Brandtjen, Waukesha County Board Supervisor

Members Absent:

- Jack Allen, Adams County Board Supervisor
- Tom Widener, Winnebago County Board Supervisor

Member Present (via teleconference):

- Terry Thomas, Rock County Board Supervisor

Human Services Staff Present (in person):

- Sue Torum, Jefferson County ADRC Manager
- Mike Lappen, Ozaukee County Director of Human Services
- Laura Kleber, Waukesha County Deputy Director of Health and Human Services
- Luann Page, Waukesha County ADRC Manager
- Randy Setzer, Waukesha County Manager of Fiscal Administrative Support Division of Health and Human Services

Human Services Via Teleconference:

- Dan Brattset, Sauk County Deputy Director of Human Services

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

- Joseph Ruf, Columbia County Corporation Counsel
- Mary Cupery, Columbia County Vice Chair

- Eric Diamond, Washington County Client Services Director for Human Services
- Michael Bassill, Washington County Chairman of Samaritan Health Center Board
- Rick Gundrum, Washington County Chairman of ADRC Board
- Matt Furno, Washington County Samaritan Campus Administrator
- Linda Olson, Washington County Director of Aging and Disability Resource Center

3. **APPROVAL OF MINUTES FOR THE JUNE 29, 2015 SPECIAL MEETING OF THE MEMBERS OF THE MARSH COUNTRY HEALTH ALLIANCE COMMISSION:**

Motion by Waukesha County; seconded by Jefferson County, to approve the June 29, 2015 Special Meeting Minutes. Motion carried.

4. **CENSUS UPDATE (as of 8/31/15):**

Clearview:	131 of 140
ICF-IID (formerly FDD):	43 of 46

Not Part of MCHA:

Clearview Brain Injury Center:	23 of 30 with two admissions this week
Clearview Behavioral Health 1/2:	18 of 20
Trailview	3 of 4
Clearview Community Group Home:	4 of 4
Northview Heights (CBRF):	19 of 20

5. **CONSIDERATION OF OVERDUE BALANCES FROM COUNTIES POLICY:** The policy was discussed with the following changes requested:

- **Paragraph #2:** Thirty (30) days will be changed to 45 days.

- **Paragraph #4, add "e."** In the event there is an outstanding bill that is considered past due, consideration of removal of the Member with the overdue balance from the Commission will be placed on the agenda for the next Commission meeting.

- The due date will be added to the bottom of the invoices by Wiley.

Motion by Green County to approve the policy as amended; seconded by Columbia County. Motion carried.

6. **ASSESSMENT RATE SETTING FOR 2016:** Each County received a copy of the 2016 rate assessment. The $228,019 gain which was calculated using the Medicaid Cost report was allocated to each county based on utilization from 2011-2015. The 2015 assessment rate was also included for comparison purposes. Motion by Ozaukee County to set the 2016 Assessment Rate at $300,000 for counties other than Dodge; seconded by Sauk. Ayes = 6; Nays = 3 (nays: Iowa, Jefferson, and Waukesha Counties). Motion carried.

7. **OUTAGAMIE AND WASHINGTON COUNTY - TERMS OF ADMISSION DUES AND ASSESSMENT RATE:**

Outagamie County did not appear at the Annual Meeting.

Washington County did appear at the Annual Meeting and it was determined that, according to the IGA as applied, they would pay 1/3 of the 2015 rate of $26,127 and the $5,000 admission fee if admitted.

Motion by Ozaukee County approving the joining of Washington County to Marsh Country Health Alliance on the following terms and conditions: $5,000 dues payment and all other terms of IGA; seconded by Waukesha County. Motion carried.

Attorney Andrew Phillips will send out Amendment Three (3) to the Intergovernmental Cooperation Agreement to the Members, which includes Washington County. A deadline of September 18, 2015 was given to have all signature pages signed and returned to Jill Soldner at: jsoldner@co.dodge.wi.us. Once all signatures are received, Amendment Three (3) will become effective. A complete signed Amendment Three (3) will be electronically sent to all MCHA County Members and Human Services personnel.

8. **FINANCIAL PRESENTATION:**

2016 Budget

Wiley reviewed the proposed 2016 Clearview budget with the members. He noted that the increase in revenues in Private Pay / Insurance is due to more residents being covered under MCO's.

Wiley also mentioned that expenses were projected to be slightly higher in 2016 due to an increased budget census.

Current Financial Update

Wiley reviewed the current status of the 2015 MCHA budget. 2015 revenues are ahead of the budget projections. Direct expenses are slightly lower than expected. The overhead expenses for MCHA are slightly higher than what is budgeted. Overall the 2015 MCHA actuals are slightly better than 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 five years. All years reflect bed replacements and a transportation van in each year. This is to continually replace a portion of the facility's aging fleet and beds every year. In 2016 additional resident care equipment has been budgeted for as well. Wiley also mentioned that the siding on the facility will require replacement and that this cost may also be placed in the 2016 budget. The decision of what action to take on this has not been decided on at this point.

9. **OPTIONS FOR BALANCE OF SURPLUS:** The members were provided with the amounts of the Net Gain for the 2016 assessment at the June 29, 2015 meeting. Since the amount was $53,645 to be spread amongst the 11 MCHA counties, other than Dodge, three options were presented to the members:

    1. Apply the $53,645 to the MCHA restricted fund balance for MCHA administrative expenses.
    2. Apply the $53,645 to the 2016 Clearview operations to reduce next year's assessment amount.
    3. The MCHA counties would be assessed a small assessment amount in 2016 even though we had a net gain. This will help prevent a large assessment in 2017.

    Options 2 and 3 were agreed to when the Commission voted for the $300,000 assessment in Paragraph 6 above. ***NOTE: MOTION NOT MADE.***

10. **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

11. **FUTURE AGENDA ITEMS**. No future agenda items were requested.

12. **NEXT MEETING DATE**: **Quarterly Board Meeting (conference call) on Tuesday, November 24, 2015, at 9:30 a.m.**, in Rooms A1, at the Dodge County Administration Building, located at 127 East Oak Street, Juneau, Wisconsin. **The call-in number is (920) 386-4172.**

13. **2016 MEETING DATES:**

    - **Monday, Feb. 29, 2016, at 10:00 a.m.** Special meeting to discuss assessment rate
    - **Monday, June 27, 2016, at 10:00 a.m.** Set assessment rate for 2017
    - **Monday, Aug. 29, 2016, at 10:00 a.m.** Annual Meeting
    - **Monday, Nov. 21, 2015, at 9:30 a.m.** Quarterly board meeting/conference call

14. **ADJOURN**: Motion by Grant County; seconded by Columbia County, to adjourn at 11:40 a.m. Motion carried.

Respectfully submitted this 29th day of February, 2016.

MARSH COUNTRY HEALTH ALLIANCE

By: Scott K. Alexander

Scott Alexander, Secretary