

**MARSH COUNTRY HEALTH ALLIANCE**

**MINUTES OF THE SPECIAL MEETING**  
**OF THE MEMBERS AND COMMISSION BOARD**

**February 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):**

- Mary Cupery, Columbia County Board Vice Chairman (in for Andy Ross)
- Russell Kottke, Dodge County Board Chairman / Marsh Country Health Alliance President
- Herbert Hanson, Green County Board Supervisor
- James Mode, Jefferson County Board Supervisor
- Scott Alexander, Sauk County Board Supervisor
- Kristine Deiss, Washington County Board Supervisor
- Janel Brandtjen, Waukesha County Board Supervisor

**Members Absent:**

- Jack Allen, Adams County Board Supervisor
- Mark Stead, Grant County Board Supervisor
- James Griffiths, Iowa County Board Supervisor
- Karl Hertz, Ozaukee County Board Supervisor
- Terry Thomas, Rock County Board Supervisor
- Tom Widener, Winnebago County Board Supervisor

**Human Services Staff Present (in person):**

- Dawn Woodard, Columbia County Human Services Director
- Kathi Cauley, Jefferson County Human Services Director
- Mike Lappen, Ozaukee County Human Services Director
- Randy Setzer, Waukesha County Manager of Fiscal Administrative Support Division of Health and Human Services

**Human Services Via Teleconference:**

- 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. **APPROVAL OF MINUTES FROM THE AUGUST 31, 2015 ANNUAL MEETING OF THE MEMBERS OF MARSH COUNTRY HEALTH ALLIANCE AND THE MINUTES FROM THE NOVEMBER 24, 2015 QUARTERLY BOARD MEETING OF MARSH COUNTRY HEALTH ALLIANCE:**

Motion by Waukesha County; seconded by Jefferson County, to approve the August 31, 2015 Annual Meeting Minutes and the November 24, 2015 Quarterly Board Meeting Minutes. Motion carried.

4. **CENSUS UPDATE (as of 2/29/16):**

Clearview:	128 of 140 (with 2 in the hospital)
ICF-IID (formerly FDD):	44 of 46

**Not Part of MCHA:**

Clearview Brain Injury Center:	25 of 30 with two admissions this week
Clearview Behavioral Health 1/2:	20 of 20
Trailview	4 of 4
Clearview Community Group Home:	3 of 4
Northview Heights (CBRF):	15 of 20

5. **PENALTIES FOR FAILURE TO PAY ASSESSMENT RATE WHEN DUE POLICY – REVIEW OF CHANGES MADE:** The policy changes were discussed with the following changes made:

- **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.

**NOTE:** Motion previously made at the Annual Meeting on August 30, 2015, by Green County to approve the policy as amended; seconded by Columbia County. Motion was carried.

6. **REMOVAL OF MEMBERSHIP FROM MARSH COUNTRY HEALTH ALLIANCE:** Per the “Penalties for Failure to Pay Assessment Rate When Due Policy, Paragraph 4.e., “If a Member fails to make payment of an undisputed invoice according to the terms set forth in this policy, an item relating to consideration of removal of the Member from the Commission shall be

placed on the agenda for the next Commission meeting.” It is noted that all counties are current and have paid their assessment rate through December 31, 2015.

7. **ASSESSMENT RATE SETTING FOR 2016:** Wiley updated the group on the 2016 MCHA assessment. He explained that \$300,000 assessment pertains to all other MCHA counties other than Dodge. He explained that it was based on a 5 year rolling average of their utilization rate. The 2015 utilization report was provided to the members. The members requested that Wiley forward each county’s estimated 2016 assessment to them as soon as possible. Wiley explained to the group that the net gain for MCHA for 2015 was \$228,000, but only \$53,000 of that was for counties other than Dodge.
8. **QUARTERLY FINANCIAL PRESENTATION:** Wiley gave an update on the 2015 MCHA Income Statement with data as of 2/15/16. The MCHA portion of the facility is performing better than what was budgeted. Direct expenses are less than the budgeted amount. Overhead expenses are also less than what was budgeted. Revenues are higher due to better census and due to increased revenue from IID Medicaid daily rate adjustments. He did caution members that these were not final 2015 numbers and that some additional expenses needed to be posted along with year-end and auditor adjustments.

Wiley also mentioned that the facility wrote off \$213,000 in bad debts during 2015. He stated that this was down considerably from 2014.

It was requested that Wiley provide the following to the group at the June 2016 meeting:

1. Three-year trend by payer source including census
  2. Year-to-date 2016 financial statements
  3. Break out of the other revenue for the facility regarding MCHA
9. **FUTURE AGENDA ITEMS.** Documents to be prepared and sent out by Bill Wiley, in preparation for the June 27, 2016 meeting, are as follows:
    - Projected assessment for 2016
    - Year-to-date financials for 2016
    - 2015 cost report
    - A breakdown of payor sources / trends

A breakdown of “other revenue” will be added to future Income Statements

10. **NEXT MEETING DATE: Special Meeting to set assessment rate for 2017 (in person) on June 27, 2016, at 10:00 a.m.,** in Rooms 1H and 1I, at the Dodge County Administration Building, located at 127 East Oak Street, Juneau, Wisconsin. **The call-in number is (920) 386-4172.**

11. **ADJOURN:** Motion by Sauk County; seconded by Waukesha County, to adjourn at 10:40 a.m.  
Motion carried.

Respectfully submitted this 27<sup>th</sup> day of June, 2016.

**MARSH COUNTRY HEALTH ALLIANCE**

By: Russell Kathe, President

**2016 MEETING DATES**

- **Monday, Aug. 29, 2016, at 10:00 a.m.** Annual Meeting
- **Monday, Nov. 21, 2016, at 9:30 a.m.** Quarterly board meeting/conference call