

MARSH COUNTRY HEALTH ALLIANCE
MINUTES OF THE ANNUAL MEETING
OF THE MEMBERS AND COMMISSION BOARD

August 28, 2017 ~ 10:00 a.m.

1. **CALL TO ORDER:** The meeting was called to order by Marsh Country Health Alliance Chair 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 Chair
- Mark Stead, Grant County Board Supervisor
- Herbert Hanson, Green 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
- Michael Norton, Winnebago County Board Supervisor

Members Absent:

- Ronald Benish, Iowa County Board Supervisor

Human Services Staff Present (in person):

- Becky Bell, Dodge County Human Services Director
- Brent Ruehlow, Jefferson County Human Services Deputy Director
- 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
- Dan Brattset, Sauk County Human Services Director

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
- Kim Nass, Dodge County Corporation Counsel

3. **CONSIDER, DISCUSS, AND TAKE POTENTIAL ACTION ON AMENDED AND RESTATED INTERGOVERNMENTAL COOPERATION AGREEMENT:**

After consideration and discussion about the changes made to the Agreement, there was a Motion by Jefferson County to approve the Amended and Restated Intergovernmental Cooperation Agreement as drafted; seconded by Columbia County. Motion carried.

4. **CONSIDER, DISCUSS, AND TAKE POTENTIAL ACTION ON AMENDED LEASE AND RESTATED SERVICES AGREEMENT:**

After consideration and discussion about the changes made to the Agreement, there was a Motion by Sauk County to approve the Amended and Restated Lease and Administrative Agreement, as amended; seconded by Jefferson County. Motion carried.

The final version of the Amended and Restated Lease and Administrative Agreement, with attached Amended and Restated Intergovernmental Cooperation Agreement will be sent, via e-mail, to the appointed Marsh Country Health Alliance County Board Supervisors, requesting signatures on Page 12 and return to Clearview by Wednesday, September 6, 2017.

5. **ELECTION OF OFFICERS: VICE CHAIR AND SECRETARY (1-year term, August 2017 to August 2018):**

Nominations were taken from the Commission Board to elect officers for a one-year term, from August 2017 to August 2018.

Vice Chair: Duane Paulson (Waukesha County)

Secretary: Andy Ross (Columbia County)

Motion by Grant County; seconded by Columbia County, to close the nominations for Vice Chair. Motion carried. Motion by Grant County; seconded by Jefferson County, to re-elect Duane Paulson as Vice Chair for a one-year term (August 2017 to August 2018). Motion carried.

Motion by Sauk County; seconded by Washington County, to close the nominations for Secretary. Motion by Grant County; seconded by Winnebago County, to re-elect Andy Ross as Secretary for a one-year term (August 2017 to August 2018). Motion carried.

6. **ASSESSMENT RATE SETTING FOR 2018:** Wiley provided the 2018 rate assessment calculation based on the filed 2016 Nursing Home Medicaid Cost Report. The Commission

discussed the 2017 assessment rate relative to the 2015 Nursing Home Medicaid Cost Report reported net surplus. Based on the goal to smooth out the assessment rates year over year, the prevailing consensus was that the 2017 assessment rate would accomplish that goal. Motion by Waukesha County to set the 2018 assessment rate at \$336,825; seconded by Ozaukee County. Motion carried.

7. **APPROVAL OF MINUTES FOR THE JUNE 26, 2017 SPECIAL MEETING OF THE MEMBERS OF THE MARSH COUNTRY HEALTH ALLIANCE COMMISSION:**

Motion by Waukesha County; seconded by Grant County, to approve the June 26, 2017 Special Meeting Minutes to set the assessment rate for 2018, as amended. Motion carried.

8. **CENSUS UPDATE (as of 8/28/17):**

Clearview: 122 of 140
ICF-IID (formerly FDD): 42 of 46

Not Part of MCHA:

Clearview Brain Injury Center: 23 of 30
Clearview Behavioral Health 1/2: 19 of 20, with 1 in the hospital on a bed hold
Trailview 4 of 4
Clearview Community Group Home: 4 of 4
Northview Heights (CBRF): 19 of 20

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

Current Financial Status: Wiley reviewed the current status of the 2017 MCHA budget with the Commission members. Wiley explained that the MCHA facilities were struggling with census for the first half of 2017 so that is why revenues were lagging. 2017 revenues are behind budget projections. Direct expenses are lower than budget expectations. The overhead expenses for MCHA are lower than what is budgeted. Overall, the 2017 MCHA actuals are slightly ahead of budget projections.

2018 Budget: Wiley reviewed the proposed 2018 Clearview budget with the members. He noted that the decrease in revenues was due to the decrease of the number of beds in the nursing home from 140 to ultimately 120. He also mentioned that Medicare rates were expected to increase slightly due to an expected Medicare rates increase.

Wiley also mentioned that direct and overhead expenses were projected to be lower in 2018. Again, this is due to transitioning 20 beds from the nursing home.

Review of Cost Report / Explain Calculations: Wiley presented to the Commission an explanation of the Clearview cost reports and how they are created. He began by showing that two Medicaid cost reports are produced for Clearview on a yearly basis; MCHA and the Brain Injury Center. Wiley then explained the various sources of information that feed into the cost reports. He briefly explained some of the highlighted information such as; balance sheet accounts, number of licensed beds, building square footage, etc. Wiley then explained that some expenses are applied directly to MCHA so that these amounts are taken into account our Medicaid rates are calculated. Other expenses are considered overhead so that

only a portion if any of those expenses are used in our Medicaid rate calculation. Wiley explained that this is why he is recording expenses to the specific facility instead of being captured in an overhead business unit.

Long Range Capital Plans: Wiley reviewed the capital plans for the upcoming five years. All years reflect facility and resident equipment replacement 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 2020, Wiley also mentioned that the siding on the facility is anticipated to be replaced. Since this is a high cost item, this is mainly used for planning purposes.

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.** None requested.

12. **NEXT MEETING DATE:** Quarterly Board Meeting (conference call or attendance in person) on Monday, November 27, 2017, at 9:30 a.m., in Room A1, at the Dodge County Administration Building, located at 127 East Oak Street, Juneau, Wisconsin. The call-in number is (920) 386-4172.

13. **2018 MEETING DATES:**

- **Monday, February 26, 2018, at 9:30 a.m.:** Quarterly Board (Chair, Vice Chair, and Secretary) meeting/conference call (financials)
- **Monday, June 25, 2018, at 10:00 a.m.:** Set assessment rate for 2019 – full Commission
- **Monday, August 27, 2018, at 10:00 a.m.:** Annual Meeting – full Commission
- **Monday, November 26, 2018, at 9:30 a.m.:** Quarterly Board (Chair, Vice Chair, and Secretary) meeting/conference call (financials)

14. **ADJOURN:** Motion by the Ozaukee County to adjourn; seconded by Columbia County, at 10:50 a.m. Motion carried.

Respectfully submitted this 25th day of June, 2018.

MARSH COUNTRY HEALTH ALLIANCE

By: Russell Katthe, Chairman