



Park View Health Center
Over a Century of Quality Care

PARK VIEW HEALTH CENTER COMMITTEE MINUTES

Date/Time: Thursday September ^{21st} 19th, 2023, 3:30 p.m.

Location: Coughlin Center, Volunteer Room

Present: PV Committee Members

Supervisor Koby Schellenger- Chair
 Supervisor Maribeth Gabert – Vice Chair
 Supervisor Morris Cox, Secretary
 Supervisor Tom Swan
 Supervisor James Ponzer

Administration:

Linzi Gazga Parish, Administrator
 Doug Petraszak, Financial Services Manager

1. Call to Order

The meeting was called to order at 3:30 p.m. by Supervisor Koby Schellenger. It was verified the meeting was properly noticed.

2. Approval of PVHC Minutes

Supervisor Morris Cox moved for approval of the July 20th, 2023 PVHC Committee Meeting. Supervisor Tom Swan seconded the motion.

Resolved: Motion carried by voice vote, 5-0.

3. Public Forum – There were no comments from the public.

4. Financial Report-

Doug Petraszak, Financial Services Manager, reported on the current Financial Status Report of Park View Health Center. Budget should be at 67%. Medicaid reimbursement running ahead at 75.31%. Wisconsin Health Service increased rates and also running ahead at 88%. Due to lower census t-18 and room and board are running lower at 25%. Donations were bumped up to 310% due to the donation added for the van purchase. Supervisor Tom Swan asked why donations looked negative with the brackets. Doug Petraszak noted that indicated we were ahead of budget. Current revenue is at 64% at \$10,959,305. Total labor is at 50.1%, which is lower than last year. Travel is currently down however there is a big conference coming up next month, so this will be increased. Equipment is higher at 76% due to the dishwasher that was replaced. Total Operating expenses are at 48% or \$885,315. Repairs and Maintenance at 67% right now but also had some big projects in some areas under this category. Professional Services are also our contracted staff, currently at 56% which will increase with many college students going back to school and working less hours. After APRA funds that were transferred out are removed, facility is \$2.3 million ahead of where budget was predicted, currently projected to use 1.5 million in fund balance. If PVHC keeps running the same numbers, 87K is projected to use of fund balance.

Supervisor Koby Schellenger asked to walk through the budget as we budgeted in 2023 for 143 residents and why our revenue is still near the 8-month benchmark. Doug Petraszak answered this was due to adjusted Medicaid adjustment of almost 40%, family care rates were adjusted and additional S&P funds, this is why PVHC is still almost at benchmark with a lower census. Supervisor Morris Cox asked, how S&P funds are distributed, if they are in a large sum or split up. Doug Petraszak answered it comes in two payments however it is added into our budget monthly. Supervisor Ponzer asked what consumable tools were, these are tools that are specific to PVHC that will eventually need to be replaced, for example a wrench for a lift.

5. Administrator's Report-

(a) Facility Census Update: Linzi Gazga Parish, provided update on status of the Park View Health Center current census, admission, discharges and waiting list numbers. PVHC is open for admissions, however, there remains limited amount of short-term rehab beds. Working on taking some admissions from the waitlist for the limited LTC beds that opened. Supervisor Gabert asked with the staff we currently have, what could we staff? Discussion lead to PVHC having a total of 168 beds with 3 neighborhoods closed, which equals 63

beds. Maximum census we could accommodate right now is 105, however we are not able to fill to this capacity due to a distributive resident and staffing therefore a neighborhood is down 5 rooms. Supervisor Ponzer asked, how we calculate how many staff we need for residents. Linzi Gazga answered we staff by acuity of each neighborhood. Discussion lead to the waiting list and that not all those on the waiting list are ready for admission and average turnover for the waiting list is approximately 8 months.

(b) Staffing Update: Linzi Gazga Parish, reported on the current open staffing FTE and positions within Park View Health Center. Total staff members were 176, hired 7 with a retention rate of 93%. At present the following positions are open: 14.5 LPN/RNs which has consistent since March, 51.3 CNAs, 9.1 Hospitality Aides, which is down 4 positions, 2 Food and Nutrition Workers. All these openings are a Full Time Equivalent, so a 1.0 would be full time at 10 shifts per pay period. Supervisor Gabert asked if a retirement is considered a retirement, Linzi Gazga answered, yes. PVHC also had three more students that completed the C.N.A. training program who were promoted to either causal or part time. Supervisor Cox commented we had 12 students in July and 3 in August go through the C.N.A. class. Linzi Gazga reminded the committee that PVHC also has our application with International Manpower for international caregivers. PVHC submitted the application in April and there is a 8 month process before PVHC will hear anything for the prevailing wage determination.

Linzi Gazga, Administrator talked about the Request for Proposal that is on Demand Star for a strategic plan for PVHC for future financial stability which would include market research and talking to the committee and different potential options for our closed neighborhoods. Supervisor Swan asked how long the RFP has been out and if we have any proposals yet. Linzi Gazga answered, the RFP has been out since last Friday with 3 potential bidders and has reached out to a fourth requesting to consider a proposal. Supervisor Morris Cox asked if this was for the potential sale of the building or property because he felt we are too profitable and our overall objective of housing the elderly and disabled. She assured committee members this was not to sell the building, and this is not included in the RFP, but to look at PVHC future and how we are going to best serve Winnebago County, our options and keep financial stability. Doug Petraszak also mentioned part of this is to ensure there is going to be a need of 168 beds. Supervisor Swan asked if any other nursing homes are adding on and commented if they are not, we would be able to take any of the needed overflow. Supervisor Gabert asked how the state would look at changing the status of wings and Linzi responded with steps we would have to take with the State of Wisconsin when changing the utilization of the building for different living scenarios. Discussion regarding the CBRF we have already at the county and how a PVHC would be different than the Crisis Center CBRF due to their licensure and is not a traditional CBRF. Discussion of Assisted Livings within the community and the potential need, which is why PVHC has an request for proposal out there for a strategic plan.

c) Incentive Usage: It varies month to month, however from last years payroll from this time last year only has a variance of 24 hours, which is 3 shifts. Incentives have been consistent with last year. Supervisor Cox asked if payroll at the Administration Building had any issues with the incentive program. Doug Petraszak explained that we input everything at the center level before it goes to payroll downtown.

6. Discussion- Park View Health Center's 2024 budget presented to County Executive Doemel

Linzi Gazga discussed there were no budget add on requests for the upcoming 2024 budget and should be straight forward to the committee. Any additional needs PVHC was able to cover within the 2024 budget. Budget was finalized today, there will be an electronic version available within the next couple weeks and a printed book will be ready before the deadline of October 16th. Doug Petraszak let the committee know the new 2023 transportation van has been order and will be working on selling our small 12-person transport van. Supervisor Koby Schellenger expressed his dissatisfaction with the budget process this year and how it does not display transparency or trust from the administration. He has received two calls within the last few days questioning the sale of PVHC and if that is not the case, that information needs to be put out there by the County Executive.

7. Suggested Topics

Park View Health Center's 2024 budget review.

8. Future Meeting Date(s)

The next PVHC Committee meeting is scheduled for Thursday, October 19th, 3:30 p.m. at the Coughlin Center, Meeting room A, and will be available via zoom, as well.

9. Adjournment


Supervisor Gabert motioned for adjournment and Supervisor Ponzer seconded the motion.

Resolved: Motion carried by voice vote, 5-0.

Meeting adjourned at 4:08 p.m.

Respectfully submitted by:

Linzi Gazga Parish, Administrator



Supervisor Koby Schellenger – PVHC Committee

10/19/23
Date