



Park View Health Center
Over a Century of Quality Care

PARK VIEW HEALTH CENTER COMMITTEE MINUTES

Date/Time: Thursday, January 18th at 3:30pm

Location: Coughlin Center, Room C

Present: PV Committee Members

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

Administration:

Linzi Gazga Parish, NHA 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 November 27th, 2023, PVHC Committee Meeting. Supervisor Tomas Swan seconded the motion.

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

3. **Public Forum-** no one from the public present or online.

4. **Financial Report-**

Doug Petraszak, Financial Services Manager, reported on the current Financial Status Report of Park View Health Center. Budget is very preliminary numbers for 2023 but most of the big items have been accounted for. Percentage should be at 100%. Non-Operating Grant Revenues is higher than budgeted. We did receive a letter indicating lower rates for 2024. Total Revenue is \$15,868,909 or 92.53%, which is good considering census is down. We are off projection by about 1 million due to census. Total labor is at 76.87%, which is similar to last year. We are 3.5 million lower than budgeted. Travel is at 69.54%, below budget by \$6,000. Capital Outlay still has \$28,000 in improvements. There are items budgeted that have not been used yet such as a bladder scanner and screen in porches. The new van was also included in Capital Outlay that came in under budget. Operating budget, medical expenses are at 56%, due to lower census. Repairs and maintenance are at 105%, higher than expected due to unexpected items such as electrical lines and fire doors during our annual survey. Utilities were still on track at 93%. Contractual Services are under projected for 2023 at 95.34%. Professional Service is part of our contracted nurses running at 98.67%. We also had an MDS audit and psych doctor that also is part of that budget line. Total other operating is down at 87.51%. After APRA funds that were transferred out are removed, facility is \$2.5 million ahead of where budget was predicted. Total Revenue at \$15,868,909 and total expenses, prior to ARPA transfer out is \$15,655,711 putting PVHC in a surplus of \$213,198 which includes 1 million in tax levy. Supervisor Ponzer asked if we traded in the old van. PVHC did not trade in the van, as this will still be utilized for larger group outings. Red Passenger van will go on the surplus website, once we determine a minimum bidding price. Supervisor Morris Cox recommended asking for more than half of what the van is worth.

5. **Administrator's Report-**

(a) Facility Census Update: Linzi Gazga Parish, provided an update on status of the Park View Health Center current census, admission, discharges and waiting list numbers. Administrator presented 2023 annual numbers regarding average census, total admissions and discharges.

(b) Staffing Update: Linzi Gazga Parish, reported on the current open staffing FTE and positions within Park View Health Center. Supervisor Morris Cox asked if we do an exit interview when someone has resigned. Administrator said there is a general exit survey that is mailed out to staff upon resignation by Human Resources. NHA explained that we have many casual staff however, this does not show up on the staffing

spreadsheet in front of the committee. PVHC has many people taking the C.N.A. class, but then take a casual position. However, the C.N.A. classes are helping fill shifts on the schedule.

c) Incentive Usage: Amount of incentive usage: Payroll is up about \$4,000. Overtime is less than last year and incentive pay is up. However, it is almost a wash between the two: overtime and incentive pay. Supervisor Koby Schellenger asked if overtime or incentive pay were more expensive. NHA explained it is the same, majority of people picking up are getting time and a half, which is the same as overtime. It is less expensive than paying a contracting service. Overall, it has been consistent year to year. In 2023 total incentive pay for time and a half was \$132,895 and double-time incentive total was \$170,147. Average wage for time and a half was \$32.82 and average double time was \$48.32. Discussion was had between NHA and Supervisor Swan about being competitive in the market with incentives. NHA explained that PVHC is higher than most, however incentives vary between organizations. Some organizations increase pay by a flat hourly rate, some to a bonus for 4 or 8 hours and then Winnebago who uses time and a half or double time.

6. Discussion/Action: Budget Transfer

Administrator explained what a sit to stand lift does and why the lifts originally ordered do not fit the needs to Park View and pose as a safety risk. PVHC requested \$9,104 for a budget transfer from the contingency fund to the PVHC equipment fund to pay for the difference between the refund PVHC is receiving and the cost of new lifts that need to be ordered. Supervisor Gabert made a motion, seconded by Supervisor Cox.

Resolved: Motion carried by voice vote 5-0

7. Suggested Topics

8. Future Meeting Date(s)

The next PVHC Committee meeting is scheduled for Thursday, February 15th, 3:30 p.m. at the Coughlin Center, Meeting Room C, and will be available via zoom, as well.

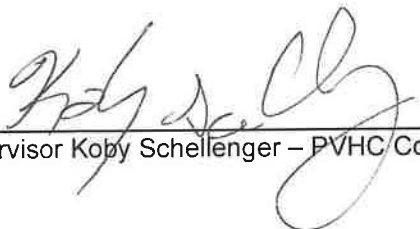
9. Adjournment

Supervisor Maribeth Gabert motioned for adjournment and Supervisor Thomas Swan seconded the motion.

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

Meeting adjourned at 4:11 p.m.

Respectfully submitted by:
Linzi Gazga Parish, Administrator



Supervisor Koby Schellenger – PVHC Committee

2-15-24

Date