

PARK VIEW HEALTH CENTER COMMITTEE MINUTES

Date/Time: Tuesday, June 6, 2017, 3:45 p.m.

Location: Park View Health Center Board Room

Present: PV Committee Members
Tom Ellis, Chair
Maribeth Gabert, Vice-Chair
Larry Lautenschlager, Secretary
Bill Wingren

Administration
Marleah Keuler, Administrator
Tom Geske, Financial Services Manager
Kathy Glander, Administrative Coordinator

Guest: Mike Elder, Facilities & Property Management Dir.

Excused: Shiloh Ramos

1. Call to Order

The meeting was called to order at 3:45 p.m. by Tom Ellis, Chair. It was verified the meeting was properly noticed.

2. Approval of PVHC Minutes

It was moved and seconded to approve the May 2, 2017 PVHC Committee meeting minutes.

Resolved: Motion carried by voice vote 4-0.

3. Public Forum – none.

4. Communications

- The hallway flooring leading to each of the neighborhoods on the first floor has been completed.
- The first annual PVHC Community History Walk was well attended and received by residents, families and the public. It was an emotional experience of reminiscing for several residents.
- Debbie Pulver, Food and Nutrition Services Manager, is retiring after approximately 35 years of service on June 30th. The committee wished her well.

5. Nurse Call System Update

The bid process is now complete. Waiting to hear from the vendor's planning team in regards to coordination of the system installation process.

6. Discussion and Possible Action: Approval of Engineering and Geo Tech Survey Costs for Garage Building

There was discussion regarding the 5-year capital plan items of the razing of the old laundry building and the building of a 36' x 75' garage for the PVHC resident transport van and two other PVHC vehicles, along with providing some storage space. Mike Elder reported that renovating an existing building to accommodate the vehicles would cost more than building a new garage, due in part to the building's current state of deterioration. It was also noted the razing of the laundry building and the boiler house are different capital plan items than the building of the garage.

The total cost of the garage (and the budget transfer request) would be \$281,000. Engineering and Geo Tech survey costs were estimated to be around 10% of the project total cost.

Motion was made and seconded to approve the engineering and Geo Tech survey costs for the garage building.

There was further discussion whether this agenda item should be carried over to the next meeting in order to find out first whether it was accurately posted. The cost had not been identified in the agenda item.

Resolved: Motion carried by voice vote, 3-1.

It was requested that John Bodnar, County Corp Counsel, be consulted as to the proper presentation of an agenda. Another member stated if PVHC agendas need verbiage adjustments in the future, then all County committee agendas should be held to the same principles.

7. Financial Report

The Financial Report as of May 2017 was distributed and discussed.

8. Administrator's Report

- The census report through May 2017 was viewed and discussed.
- Customer satisfaction surveys have been returned and compiled. An overview of the results was discussed and a summary was distributed to the committee. It was requested the survey summary be sent for insertion into the County Board packets.
- The committee members were invited to be judges for the "bake-off" contest during PVHC Fair Week this year (*Wednesday, July 26th, 1:45-3:00 p.m.*). If interested in participating as judges, they will contact PVHC within a week's time.

9. Suggested Topics for the Next Meeting

- Nurse call system update.

10. Future Meeting Date(s)

The next PVHC Committee meeting is scheduled for **Tuesday, July 11, 2017 (rescheduled due to Fourth of July holiday)**, at 3:45 p.m., in the PVHC Board Room.

11. Adjournment

A motion to adjourn the meeting was made and seconded.

Resolved: Motion carried by unanimous voice vote, 4-0.

The meeting was adjourned at 4:30 p.m.

Respectfully submitted by:
Kathy Glander, Administrative Coordinator

Tom Ellis, Chair – PVHC Committee

Date