

PARK VIEW HEALTH CENTER COMMITTEE MINUTES

Date/Time: Wednesday, July 7, 2010, 3:45 p.m.

Location: Park View Health Center Board Room

Present: PV Committee Members
Bill Wingren, Chair
Dr. Shiloh Ramos, Vice-Chair
Maribeth Gabert, Secretary
Tom Ellis
Al Jacobson

Administration
Tom Geske, Business Manager
Margie Rankin, Administrator
Mike Elder, Director, Facilities/Property Mgmt at 3:56 p.m.

Guests: Deb Last
Bill Roh, County Board Supervisor
Pat Wolff, Oshkosh Northwestern

1. **Call to Order** - The meeting was called to order at 3:45 p.m. by Bill Wingren, Chair. It was verified that the meeting was properly noticed.

2. **Approval of PVHC Minutes –**

It was moved and seconded to approve the June 2, 2010, 2010 PVHC Committee minutes.

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

It was moved and seconded to approve the June 2, 2010 PVHC/Facilities Joint Committee meeting minutes. The minutes were not approved by the Facilities Committee due to a discrepancy in a vote taken, which later was approved by John Bodnar, Corporation Counsel.

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

3. **Public Forum** – No comments from the public.

4. **Communications** – Al acknowledged the PVHC Volunteer Newsletter, which he had received.

5. **Facilities Report –**

Mike reported that as the building is aging there have been some caulking joints that opened up and some water leaks which have been addressed. The new gardener is working out well.

6. **Discussion and Action: Proposal for PVHC Addition**

It was reported that following the County Board presentation of PVHC and Facilities' proposal for a PVHC addition, one supervisor requested a tour of the facility. Margie met with the supervisor and provided the tour.

A resolution drafted by the County Finance Department was presented for committee review/approval. The storage proposal is noted in the capital plan for 2010; if it's approved, it would be built sometime in 2011. The historical fact of presuming the Pleasant Acres building would remain for the purpose of County offices and storage for PVHC but then was voted to be razed, was the key determining factor in presenting the need. The case for the need for additional storage space has been documented.

A motion was made and seconded to forward the resolution through to the Facilities and Property Management Committee, P & F Committee and the County Board Supervisors for approval.

More discussion followed.

Resolved: The Committee requested that information be placed in the resolution regarding the PA building no longer being available to serve for storage space.

Motion carried by voice vote, 5-0.

7. **Budget Transfers/Grants/Donations** – there were none to report.

8. **Financial Report** –

- The income statement through June 2010 was distributed. Discussion followed.
- The 2011 preliminary budget was discussed.
 - A request to convert a .6 nurse position and one additional full-time position to 3 FTE CNA positions will be included in the budget. The request is budget neutral.
 - The 2011 capital budget requests were presented.
 - The committee was asked whether funds should be requested for consultant fees for strategic planning. This will be discussed with the County Executive and included in the budget if funding allows.

There will be more discussion at the August meeting.

9. **Administrator's Report** –

- The Resident Census Report for June 2010 was distributed and reviewed.
- There was an update on the phone system. Gina Eiden from Info Systems confirmed that everything is in place and working well with the Nuance phone system. RN Shift Coordinators report that there has been a reduction in outside calls coming directly to their phones. There was a recent power surge that caused some faulty functionality, but I.S. has now taken care of that issue. They are also looking into an alarm system that will alert them of a power outage.

Bill Roh demonstrated the functionality of calling the Fox Cities number for the County Clerk's office vs. the Oshkosh number for the County Clerk's office. Margie will let Gina know of what the demonstration revealed and will ask her to contact Bill Roh for further information.

- The committee was informed of results of the annual satisfaction survey. 163 surveys were sent out with a 69% return rate. In regards to overall quality of care 100 of the 113 respondents were very satisfied and 13 were satisfied. Also received were many good suggestions and comments. It was noted that all the positive feedback is a result of the quality service provided by our direct caregivers.

The committee asked that a one-page summary be completed for distribution at a County Board meeting.

10. **Suggested Topics for the Next Meeting**

- Fall Festival

11. **Future Meeting Date(s)**

- The next PVHC Committee meeting is set for Wednesday, August 4th, at 3:45 p.m. in the PVHC Board Room.

12. **Adjournment**

It was moved and seconded to adjourn the meeting.

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

The meeting was adjourned at 4:55 p.m.

Respectfully submitted by:
Kathy Glander, Administrative Coordinator

Bill Wingren, Chair – PVHC Committee

Date