

## PARK VIEW HEALTH CENTER COMMITTEE MINUTES

Date/Time: Tuesday, September 1, 2015, 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, Dir. of Financial Services  
Kathy Glander, Administrative Coordinator

Absent: Dr. Shiloh Ramos

Guests: Mike Elder, Dir. of Facilities and Property Management

### 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 August 4, 2015 PVHC Committee meeting minutes.

*Resolved: Motion carried by voice vote, 3 – 1 abstention.*

### 3. **Introduction of New Administrator**

Marleah Keuler, PVHC's new Administrator, introduced herself to the committee. The committee welcomed her to Park View.

### 4. **Public Forum – None.**

### 5. **Communications –**

The committee was reminded the 22<sup>nd</sup> annual Fall Festival will be next Wednesday, September 9<sup>th</sup>, at 1:45 p.m., and they are all invited to attend.

### 6. **Nurse Call System Replacement Update**

Mike Elder, Director of Facilities and Property Management, reported that final reviews are being completed now, then the project will be sent out for bid. The committee asked an estimated timeline of the process. Mike responded it'll be approximately three weeks for the bidding process, about a week for bid reviews, then reliance on the local electrical firms' time frames to get the process going. Estimated time for completion is six months. With the system being wireless, there should be no gaps between neighborhoods functioning while one neighborhood at a time is being converted over to the replacement system.

### 7. **Parking Lot Update**

Mike reported the design is complete and the bid package is now being finished. It will be out for bid in two weeks. There is a possibility of the lot expansion being completed

sometime this fall. The Highway Department has a heavy schedule at this time and cannot commit to a specific time frame when they will be available.

**8. 2016 Budget Update**

The 2016 Budget Detail was distributed and discussed.

**9. Financial Report**

The income statement through August 2015 was distributed and discussed.

**10. Administrator's Report**

- The August 2015 census report was distributed and reviewed.
- Marleah has been making introductions with residents, as well as meeting with staff and getting to know their positions.
- Marleah attended a health care providers' area-wide meeting at Aurora Medical Center that focused on last year's influenza season results and the preparation for, and management of, this year's influenza season.

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

- Nurse Call System Replacement Update
- Parking Lot Update

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

The next PVHC Committee meeting is scheduled for Tuesday, October 6, 2015, at 3:45 p.m., in the Park View Board Room.

**13. 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 4:20 p.m.

*Respectfully submitted by:*

*Kathy Glander, Administrative Coordinator*

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Tom Ellis, Chair – PVHC Committee

Date