



Park View Health Center
Over a Century of Quality Care

PARK VIEW HEALTH CENTER COMMITTEE MINUTES

Date/Time: Thursday, July 20th, 2023, 3:30 p.m.

Location: Coughlin Center, Volunteer Room

Present: PV Committee Members

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
Haley Gardner, Social Wellness Manager

1. **Call to Order**

The meeting was called to order at 3:31 p.m. by Supervisor Maribeth Gabert. It was verified the meeting was properly noticed.

2. **Approval of PVHC Minutes**

Supervisor Maribeth Gabert moved for approval of the June 15th, 2023 PVHC Committee Meeting. Supervisor James Ponzer seconded the motion.

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

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 50%. Current total revenue is 48.32% at \$8,242,396. Total labor was 38.65%, which was consistent with lower census at \$5,903,125. Total Travel was 20.60% at \$4,278, several staff attended conferences May and should see this reflected in June. Current heat is at 73.26% at \$54,944; this is expected to be less during summer months and increase in fall, so that will keep us within budget for the year. Building Repairs are at 17.20% due to replacing down stairs receiving doors with a fire door. Door replacement was a budget add on request last year and was denied, however during Life Safety Code inspection PVHC was given a citation from those doors being propped open. It was then realized the door needed to be a fire door due to the size of the receiving room. Air Handler machines also needed to be replaced on Prairie and wood side neighborhoods. All three water heaters are being replaced in June; one was broken and one was leaking. Professional Service consists of contracted staff at 38.64%. Current total expenditure is at \$16,419,158 or 57.75%. After APRA funds that were transferred out are removed, facility is \$1.4 million ahead of where budget was predicted.

Zoom meeting ended due technical difficulties/security concerns

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.

(b) Staffing Update: Linzi Gazga Parish, reported on the current open staffing FTE and positions within Park View Health Center. At present the following positions are open: 14 RNs, 53 CNAs, 13 Hospitality Aides, 2 Food and Nutrition Workers. There have been 6 completed CNA classes.

(c) Incentive Usage: Majority of incentives offered have been used to fill CNA shifts. Administrator working with HR to clarify a few details in the policy.

6. **Discussion & Vote:** Budget transfer of donated funds in the amount of \$60,461.82 for the purchase of a new/used wheelchair transportation van. This will increase resident access to facility transport and assist with having transport available for new admissions. This type of van will be more efficient on fuel versus the current wheelchair bus being used for individual resident appointments which will save money. *Supervisor Morris Cox motioned to vote and Supervisor Tom Swan seconded the motion. Motion carried by voice vote, 4-0*
7. **Suggested Topics**
Status/progress on purchasing new wheelchair transportation van
8. **Future Meeting Date(s)**
The next PVHC Committee meeting is scheduled for Thursday, August 17th, 3:30 p.m. at the Coughlin Center, Meeting room A, and will be available via zoom, as well.
9. **Adjournment**
Supervisor James Ponzer motioned for adjournment and Supervisor Morris Cox seconded the motion.

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

Meeting adjourned at 4:01 p.m.

Respectfully submitted by:
Linzi Gazga Parish, Administrator

Maribeth Hubert *Vice-Chair* *9-21-23*
Supervisor Koby Schellenger – PVHC Committee Date