



Park View Health Center
Over a Century of Quality Care

PARK VIEW HEALTH CENTER COMMITTEE MINUTES

Date/Time: Thursday October 19th, 2023, 3:30 p.m.

Location: Coughlin Center, Volunteer Room

Present: PV Committee Members

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

Administration:

Linzi Gazga Parish, NHA Administrator
Doug Petraszak, Financial Services Manager
Jon Doemel, County Executive

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 September 21st, 2023, PVHC Committee Meeting. Supervisor Tom Swan seconded the motion.

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

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 75%. Medicaid reimbursement running ahead at 83.36%. 2023/2024 S & P grant was reduced by \$100,000, but still an increase overall. Current revenue is at 72% or \$12,491,115 which is very good considering census is down from what was budgeted for 2023. Total labor is at 56%, which is lower than last year. Travel is currently down however there is a big conference coming up next month, so this will be increased. There was an increase of computer software due to comp. nutrition invoice being miss coded, should be in data processing. Total operation expenses at 54% or \$979,756. Repairs and Maintenance at 77%, there was an increase in electrical due to exit light project which replaced the lights with LED's, there are some other large projects such as a \$14,000 kitchen cooler fix. Professional Services are also our contracted staff, currently at 70%. Large amount still in building repairs for outside chalking of the building project that needs to be completed. After APRA funds that were transferred out are removed, facility is \$2.69 million ahead of where budget was predicted. County executive Doemel, asked to clarify the priority of what we would use last, is the fund balance. Doug confirmed this is accurate. Supervisor Cox asked if we would amend the budget. County Executive, Doemel clarified we budget to use the fund balance, but we would use taxy levy first. New state reimbursements have helped PVHC financially in 2023. We are hopeful not to touch the \$1.9 million we budgeted in fund balance last year. Doug stated we currently will not use fund balance and are ahead by \$214,000, with the taxy levy we are ahead by approx. \$1 million. Supervisor Schellenger said that feels good after the last 10 months of financial questions related to PVHC.

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. 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. October likely will have a drop in average census number due to holding admissions because of a respiratory outbreak on the short term neighborhood. Supervisor Gabert asked if the 9 discharges were short term residents. NHA confirmed this is accurate. She then asked if fellow nursing homes close for admissions due to outbreaks. NHA confirmed, all nursing homes should be following the same guidelines.

(b) Staffing Update: Linzi Gazga Parish, reported on the current open staffing FTE and positions within Park View Health Center. There is a new class starting on 11/1/2023. Supervisor Gabert asked about new C.N.A.'s in the class, ages of students, if they new C.N.A.'s, and length of the class. NHA stated they are both young and middle-aged students, new aides and class is typically 3 weeks, but we are flexible when we are working with students.

c) Incentive Usage: Incentives have been consistent with last year.

It was asked to discuss PTO, however not on the agenda, but we can put it on the agenda for next month. County Executive, Doemel expressed they are still looking at things and is happy to send HR to our next meeting to discuss and answer any questions next month.

6. Discussion- Park View Health Center's 2024 budget presented to County Executive Doemel

County Executive gave credit to PVHC team being fresh eyes looking at things and rethinking the budget. No real changes to the budget, except left 2 million dollars of wage turnover savings due to not knowing how recruitment will be. Was more worried the last few years with PVHC than was this year. Budget is straight forward. Spoke about the overall county budget using 4.6 million fund used balance, in recent history back to 2018, we've used 8 million. We have 1 million from the PVHC fund but doesn't believe we will use this. We budget for it but doesn't mean we will spend that.

Supervisor Gabert brought PTO into the budget mentioning incentives, wages and have gone beyond we'd normally go for PVHC than other departments. She isn't sure the new PTO plan will bring new people in. What brings people in is word of mouth and how great of a place it is to work and was surprised PVHC only had 7 holidays, but the reputation of PVHC is excellent. County Executive Doemel replied he is confident the new PTO plan will help PVHC along with new NHA to help with culture and communication.

Supervisor Swan and Cox then touched based on PTO and how this will affect new staff members, holidays, and floating holidays. NHA clarified that it all depends on the position within PVHC on floating holidays.

Supervisor Schellenger suggested the ARPA funds clarified during the budget, as this is a large difference and not included in the budget book. He also asked what census was used for the budget and if staffing is also included in this budget. Doug and Linzi responded that census was built on a census of 126, which is opening another neighborhood and an additional 20 staff members. Schellenger asked if we have any other plans for recruitment. Executive Doemel replied that HR will be helping with job fairs, NHA replied we also do job fairs at UW Oshkosh, mock interviews, clinical site for Chamberlin College and staff get discounted tuition. Supervisor Schellenger also mentioned to speak about efforts we are making for recruitment during the budget and how we are going to hire and start 'putting numbers on the board'. As, we haven't seen much movement over the last year, just so we can hit that 126-census number as budgeted.

County Executive Doemel, mentioned the merit pay system, wage compression being solved, PTO, drug screens onsite and soon online applications will help with recruitment. NHA stated we have significantly improved on the turn around process at PVHC from doing on the spot interviews, our own reference checks, drug screens, and onboarding paperwork.

Supervisor Schellenger asked about the fire doors and tuition reimbursement program that was asked for last year. Doug replied to the fire doors by the loading dock have been replace and are reflective in our 2023 financials. County Executive also replied that he will wait to see how the agreement with Chamberlin tuition discount works out before moving forward with a more formal county tuition reimbursement program.

7. Discussion & Action: Increase 2024 Self Pay Rate

PVHC is requesting an increase of \$15 to our self-pay rate. Current rate is \$335 and requesting to increase to \$350 for 2024. Four other skilled centers were surveyed for rates: Omro \$298, Eden brook \$298, Bethel \$336, Evergreen \$406 current 2023, no one has set 2024 rates. Supervisor Cox asked when this self-pay rate is used. NHA replied when residents are paying private, or 'daily room rate'. Supervisor Swan asked how we determined a 4.5% increase. Doug replied based on inflation of medical supplies, wages, and food. Supervisor Gabert made a motion, Seconded by Supervisor Schellenger. Carried by voice vote 5-0.

8. Suggested Topics

County PTO plan and how it relates to PVHC with HR representatives.

9. Future Meeting Date(s)

The next PVHC Committee meeting is scheduled for Thursday, November 16th, 3:00 p.m. at the Coughlin Center, Meeting Volunteer Room, and will be available via zoom, as well.


10. Adjournment

Supervisor Gabert motioned for adjournment and Supervisor Ponzer seconded the motion.

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

Meeting adjourned at 4:40 p.m.

*Respectfully submitted by:
Linzi Gazga Parish, Administrator*



Supervisor Koby Schellenger – PVHC Committee

11-27-23

Date