

# PARK VIEW HEALTH CENTER COMMITTEE MINUTES

Date/Time: Tuesday, June 7 2016, 3:45 p.m.

Location: Park View Health Center Board Room

Present: PV Committee Members  
Tom Ellis, Chair  
Larry Lautenschlager, Secretary  
Dr. Shiloh Ramos at 3:50 p.m.  
Bill Wingren

Administration  
Marleah Keuler, Administrator  
Tom Geske, Director of Financial Services

Guests: Mike Elder, Director of Facilities and Property Management  
Michael Norton, Winnebago County Board Supervisor

Excused: Maribeth Gabert, Vice-Chair  
Kathy Glander, Administrative Coordinator

**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 3, 2016 and the May 17, 2016 PVHC Committee meeting minutes.

*Resolved: Motion carried by unanimous voice vote, 3-0.*

**3. Public Forum – None.**

**4. Communications**

- National CNA Week is June 9-16.
- Payroll Based Journal Reporting begins July 1<sup>st</sup>.

**5. Nurse Call System Update**

Marleah Keuler, Administrator, stated Navi-Call is finalizing details with the installation company. They are on track to start installation mid-July. They are working on scheduling the actual start date.

**7. Parking Lot Expansion Update**

Mike Elder reported that the parking lot is finished. The curbing will need to be cut for a handicap ramp, which Radtke Company and a subcontractor will be handling.

**8. Financial Report**

The income statement through May 2016 was distributed and discussed.

**9. Administrator's Report**

- The census report through May 2016 was distributed and discussed.
- The LeadingAge Workforce Report was distributed for review and future discussion.
- The Annual Satisfaction Survey results were discussed and a summary was distributed.

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

- It was noted that the "Parking Lot Expansion" agenda item can now be removed from future committee agendas.

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

The next PVHC Committee meeting is scheduled for Tuesday, July 5, 2016, at 3:45 p.m., in the PVHC 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 4:15 p.m.

*Respectfully submitted by:  
Marleah Keuler, Administrator*

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Tom Ellis, Chair – PVHC Committee

Date