

SUSAN T. ERTMER
Winnebago County Clerk
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(920) 232-3430

NOTICE OF COMMISSION, BOARD OR COMMITTEE MEETING

NAME OF COMMISSION: **Park View Health Center Committee**
BOARD OR COMMITTEE: PV Committee Members
Supervisor Koby Schellenger, Chair
Supervisor Maribeth Gabert, Vice Chair
Supervisor Morris Cox
Supervisor James Ponzer
Supervisor Tom Swan

TIME OF MEETING: **3:30 p.m.**
DATE OF MEETING: **Thursday February 16th, 2023**
PLACE OF MEETING: **COUGHLIN CENTER MEETING ROOM A**
TO JOIN VIA ZOOM:

<https://us02web.zoom.us/j/86058683457?pwd=YjJlJUFpL3lJT0RlZEdrciZvSEFid>

z09

MEETING ID: 860 5868 3457
PASSCODE: **193937**
DIAL BY YOUR LOCATION: 1 312 626 6799

1. Call to Order
2. Approval of the January 19th, 2022 PVHC Committee Minutes
3. Public Forum: Discussion limited to items listed on the agenda
4. Introduction to new committee member, Supervisor Tom Swan
5. Discussion & Vote- New Committee Secretary
6. Financial Report
7. Administrator's Report
 - o COVID-19 Outbreak Status/Update
 - o Monthly Average census
 - a. Average daily census
 - b. Admissions and discharges and total numbers
 - c. Number on wait list
 - d. Payor source Numbers
 - e. Staffing update

Upon request, provisions will be made for people with disabilities upon 24 hours prior notice to the Office of the County Clerk. Phone Number: 232-3430.

- Training Center Classes
- f. Survey Updates
- g. Project Updates
 - Water Heaters
 - Dish Washer
 - AV Projection- Great Room

8. Discussion– Retention and Recruitment efforts
- o Staff turnover rate
 - o Tuition Reimbursement Program

9. Suggested Topics

10. Future Meeting Date(s) March 16th, 2023 @ 3:30.

11. Adjournment

**This meeting is also being posted as a Committee meeting for:

- Aviation
- Information Systems

Upon request, provisions will be made for people with disabilities upon 24 hours prior notice to the Office of the County Clerk. Phone Number: 232-3430.



Park View Health Center
Over a Century of Quality Care

PARK VIEW HEALTH CENTER COMMITTEE MINUTES

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

Location: Coughlin Center, Volunteer Room

Present: PV Committee Members

Supervisor Koby Schellenger, Chair
Supervisor Maribeth Gabert
Supervisor Michael Norton, Secretary
Supervisor Morris Cox
Supervisor James Ponzer

Administration:

Linzi Gazga Parish, Administrator
Doug Petraszak, Financial Services Manager
Haley Hall, Social Wellness Manager

1. Call to Order

The meeting was called to order at 3:30 p.m. by Supervisor Koby Schellenger, Chair. It was verified the meeting was properly noticed.

2. Approval of PVHC Minutes

It was noted by Supervisor Morris Cox that item 10 should indicate the December meeting was cancelled. Supervisor Michael Norton moved for approval of the November 10th, 2022 PVHC Committee Meeting Minutes with the adjustment. Supervisor James Ponzer 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 100%. Total Revenue was 93.41% at \$15,058,271. Total labor was 81.04%, which was consistent with lower census at \$12,526,087. There is capital outlay that will need to be carried over to 2023. Those items include: dishwasher, water heater and screened in porch. Our projected deficit was (\$3,718,896) and our actual net deficit was (\$1,320,865).

5. Administrator's Report-

(a) COVID- 19 Update: Linzi Gazga Parish, provided an update on the COVID-19 status of Park View Health Center. Currently 5 COVID positive residents, 1 with RSV and 5 staff members with COVID. Currently all residents are on one neighborhood.

(b) Facility Census Update: Linzi Gazga Parish, provided update on status of the Park View Health Center current census, admission, discharges and waiting list numbers.

(c) Staffing Update: Linzi Gazga Parish, reported on the current open staffing FTE and positions within Park View Health Center. Supervisor Michael Norton would like to know the budgetary impact of having approximately 75 open nursing positions.

(d) PVHC Training Center: Linzi Gazga Parish, reported on training center update. It was suggested by Supervisor Maribeth Gabert to continue to update the committee when C.N.A. courses are scheduled, since this project has been completed. Supervisor Morris Cox requested the training center be added to the Tour bus for supervisors in May.
New project to be added: AV Projection for Great Room.

6. Discussion- Retention and Recruitment efforts- Linzi Gazga Parish reported on current retention efforts at the center. Information was also given to the committee regarding currently turnover rates for the nursing department from 2021 and 2022. There was discussion regarding the breakdown of the turnover rate. The committee

would like to see how many were terminated, resigned, retired or transferred/ promoted within the PVHC organization by department. Chair, Supervisor Koby Schellenger requested to have County Executive, Jon Doemel attend the next meeting in February to discuss tuition reimbursement efforts for Park View Health Center.

9. Suggested topics

10. Future Meeting Date(s)

The next PVHC Committee meeting is scheduled for Thursday, February 16, 3:00pm at the Coughlin Center, Meeting room A, and will be available via zoom, as well.

11. Adjournment

Supervisor Michael Norton motioned for adjournment and Supervisor Morris Cox seconded the motion.

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

Meeting adjourned at 4:35 p.m.

*Respectfully submitted by:
Linzi Gazga Parish, Administrator*

Supervisor Koby Schellenger, Chair – PVHC Committee

Date

Winnebago County Income Statement



As of: Dec 2022

Percentage should be 100%

Current Month Actual	Long Description	Object	Prior YTD Actual	YTD Actual	Revised Budget	Remaining Budget	% Attained
530 - Park View Health Center							
Revenue							
Intergov Rev:							
1,249,894	Medicaid Title 19	42000	4,745,568	6,008,557	5,598,983	(409,574)	107.32%
0	WI Dept of Admin	42002	1,356	0	0	0	100.00%
33,172	WI Health Services	42007	577,927	500,000	459,900	(40,100)	108.72%
0	US Health and Human Services	42014	123,310	0	0	0	100.00%
0	Other Grantor Agencies	42019	0	23,395	0	(23,395)	100.00%
40,777	Medicare Title 18	45031	1,084,735	604,403	1,042,500	438,097	57.98%
25,297	Med Adv Rm Brd	45032	1,511,378	951,679	1,449,250	497,571	65.67%
1,349,140	Intergov Rev Subtotal:		8,044,274	8,088,034	8,550,633	462,599	94.59%
Public Services:							
10,843	Donations	45034	84,391	32,053	40,000	7,947	80.13%
320,804	Private Pay Fees	45046	3,968,496	3,172,347	4,332,808	1,160,461	73.22%
(3,500)	Dietary Fees	45047	0	315	2,500	2,185	12.60%
328,147	Public Services Subtotal:		4,052,887	3,204,715	4,375,308	1,170,593	73.25%
Intergov Revenue:							
3	Photocopy Revenue	43002	0	102	0	(102)	0.00%
3	Intergov Revenue Subtotal:		0	102	0	(102)	0.00%
Interfund Revenue:							
3,654	Food Service	65082	1,759	11,467	25,550	14,083	44.88%
3,654	Interfund Revenue Subtotal:		1,759	11,467	25,550	14,083	44.88%
1,680,941	Totals Operating Revenue:		12,098,920	11,304,318	12,951,491	1,647,173	87.28%
Misc Revenues:							
773,072	Non Operating Grant Revenues	48102	2,920,333	2,858,470	1,925,755	(932,715)	148.43%
13,339	Other Miscellaneous Revenues	48109	106,524	21,520	165,000	143,480	13.04%
786,411	Misc Revenues Subtotal:		3,026,857	2,879,990	2,090,755	(789,235)	137.75%
Transfers In:							
80,055	Transfers In	49500	612,907	960,666	960,666	0	100.00%
0	Other Transfers In	49501	19,000	117,524	117,524	0	100.00%
80,055	Transfers In Subtotal:		631,907	1,078,190	1,078,190	0	100.00%
866,466	Totals:		3,658,764	3,958,180	3,168,945	(789,235)	124.91%
2,547,407	Revenue Total:		15,757,684	15,262,498	16,120,436	857,938	94.68%

Expense

Current Month Actual	Long Description	Object	Prior YTD Actual	YTD Actual	Revised Budget	Remaining Budget	% Attained
	Wages:						
542,998	Regular Pay	51100	8,940,250	8,067,357	10,474,724	2,407,367	77.02%
19,837	Temporary Employees	51101	328,576	319,425	241,900	(77,525)	132.05%
61,821	Overtime	51105	690,921	714,173	687,000	(27,173)	103.96%
0	Wage Turnover Savings	51150	0	0	(500,000)	(500,000)	0.00%
624,656	Wages Subtotal:		9,959,747	9,100,955	10,903,624	1,802,669	83.47%
	Fringes Benefits:						
45,366	FICA Medicare	51200	726,489	664,840	872,370	207,530	76.21%
176,229	Health Insurance	51201	2,290,120	1,953,701	3,129,771	1,176,070	62.42%
9,383	Dental Insurance	51202	119,077	100,781	157,114	56,333	64.15%
8,151	Workers Compensation	51203	118,822	115,984	139,118	23,134	83.37%
0	Unemployment Comp	51204	(8,086)	(333)	0	333	0.00%
37,833	WI Retirement	51206	625,703	551,495	696,678	145,183	79.16%
2,892	Fringe Benefits Other	51207	(1,071,167)	38,664	57,152	18,488	67.65%
0	Fringe Turnover Savings	51250	0	0	(500,000)	(500,000)	0.00%
279,854	Fringes Benefits Subtotal:		2,800,958	3,425,132	4,552,203	1,127,071	75.24%
904,510	Total Labor:		12,760,705	12,526,087	15,455,827	2,929,740	81.04%
	Travel:						
0	Registration Tuition	52001	7,033	9,597	11,500	1,903	83.45%
547	Automobile Allowance	52002	0	1,351	500	(851)	270.20%
175	Meals	52005	16	309	250	(59)	123.60%
0	Lodging	52006	89	2,376	1,400	(976)	169.71%
7	Other Travel Exp	52007	0	7	50	43	14.00%
47	Taxable Meals	52008	34	54	200	146	27.00%
776	Travel Subtotal:		7,172	13,694	13,900	206	98.52%
776	Total Travel:		7,172	13,694	13,900	206	98.52%
	Capital Outlay:						
0	Improvements	58002	800	119,406	150,760	31,354	0.00%
0	Equipment	58004	188,977	0	224,924	224,924	0.00%
0	Close to Assets	58010	(189,777)	(119,406)	(375,684)	(256,278)	100.00%
0	Capital Outlay Subtotal:		0	0	0	0	0.00%
0	Total Capital:		0	0	0	0	0.00%
109	Office Supplies	53000	10,648	5,694	13,000	7,306	43.80%
430	Printing Supplies	53002	4,443	8,147	6,000	(2,147)	135.78%
0	Print Duplicate	53003	894	91	1,400	1,309	6.50%
9	Postage and Box Rent	53004	3,994	4,433	3,900	(533)	113.67%
0	Computer Supplies	53005	342	0	350	350	0.00%
0	Computer Software	53006	4,777	1,200	1,100	(100)	109.09%
2,952	Telephone	53008	27,428	22,360	28,000	5,640	79.86%
5,881	Print Duplicate	73003	34,195	26,234	36,000	9,766	72.87%

Current Month Actual	Long Description	Object	Prior YTD Actual	YTD Actual	Revised Budget	Remaining Budget	% Attained
3,196	Computer Liscensing	73006	0	38,351	38,351	0	100.00%
12,577	Office Subtotal:		86,721	106,510	128,101	21,591	83.15%
Operating:							
200	Subscriptions	53501	448	943	700	(243)	134.71%
0	Membership Dues	53502	25,775	25,351	28,000	2,649	90.54%
0	Education Training	53513	17,165	21,210	16,650	(4,560)	127.39%
0	Agricultural Supplies	53515	1,669	2,601	2,500	(101)	104.04%
13,391	Household Supplies	53516	101,346	99,240	122,600	23,360	80.95%
1,054	Linen	53519	3,296	2,468	6,500	4,032	37.97%
45,721	Food	53520	412,442	426,524	440,000	13,476	96.94%
978	Dishes and Utensils	53521	2,652	6,062	3,000	(3,062)	202.07%
28,583	Small Equipment	53522	79,514	79,550	140,325	60,775	56.69%
147	Shop Supplies	53523	2,160	1,684	3,500	1,816	48.11%
40,212	Medical Supplies	53524	381,764	303,422	453,500	150,078	66.91%
1,194	Medical Oxygen	53525	13,263	10,891	18,100	7,209	60.17%
809	Incontinent Supplies	53526	5,580	6,181	5,000	(1,181)	123.62%
3,988	Incontinent Products	53527	52,213	48,746	56,000	7,254	87.05%
707	Recreation Supplies	53529	2,531	2,724	2,400	(324)	113.50%
85	Other Operating Supplies	53533	4,710	1,822	3,000	1,178	60.73%
4,838	Donated Goods Services	53534	61,019	39,458	40,000	542	98.65%
0	Motor Fuel	53548	793	775	900	125	86.11%
7,952	Equipment Rental	53551	44,887	35,890	16,900	(18,990)	212.37%
0	Operating Licenses Fees	53553	88	980	650	(330)	150.77%
0	Bad Debts Expense	53561	297	0	0	0	0.00%
85,680	Taxes & Assessments	53562	342,720	342,720	342,720	0	100.00%
451	Other Miscellaneous	53568	5,518	4,784	5,000	216	95.68%
0	Small Equipment Technology	53580	9,934	5,595	12,375	6,780	45.21%
0	Legal Settlement	53700	0	0	0	0	0.00%
307	Motor Fuel	73548	5,094	5,620	4,400	(1,220)	127.73%
236,297	Operating Subtotal:		1,576,878	1,475,241	1,724,720	249,479	85.54%
Repairs & Maint:							
0	Calcium Chloride	54003	48	373	250	(123)	149.20%
120	Small Hardware	54008	504	404	700	296	57.71%
6	Lumber and Plywood	54009	647	156	200	44	78.00%
235	Other Elect Products	54012	3,882	3,355	5,000	1,645	67.10%
284	Other Plumbing Prod.	54014	3,993	4,882	4,500	(382)	108.49%
12	Other Building Materials	54015	5,349	29	2,000	1,971	1.45%
0	Lubricants	54016	14	0	175	175	0.00%
4,982	Machine Equip Parts	54017	39,300	31,535	44,000	12,465	71.67%
2,917	Tires Batteries	54018	11,553	7,076	9,000	1,924	78.62%
0	Maintenance Building	54020	0	1,600	0	(1,600)	0.00%
294	Painting Supplies	54025	1,923	2,262	2,600	338	87.00%
0	Consumable Tools	54026	183	517	200	(317)	258.50%
0	Sign Parts Supplies	54027	0	124	200	76	62.00%
374	Other Maint Supplies	54028	2,886	3,222	5,200	1,978	61.96%
1,923	Equipment Repairs	54029	38,726	35,322	52,000	16,678	67.93%
0	Maintenance Vehicles	74023	3,829	3,228	2,000	(1,228)	161.40%
539	Equipment Repairs	74029	5,808	6,468	6,468	0	100.00%
11,686	Repairs & Maint Subtotal:		118,645	100,553	134,493	33,940	74.76%
Utilities:							
27,878	Heat	54700	73,047	107,503	75,000	(32,503)	143.34%

Current Month Actual	Long Description	Object	Prior YTD Actual	YTD Actual	Revised Budget	Remaining Budget	% Attained
26,304	Power and Light	54701	197,343	212,385	210,000	(2,385)	101.14%
13,331	Water and Sewer	54702	66,688	64,123	82,000	17,877	78.20%
3,710	Refuse Collection	54703	12,902	15,762	17,000	1,238	92.72%
71,223	Utilities Subtotal:		349,980	399,773	384,000	(15,773)	104.11%
Contractual Services:							
4,592	Medical and Dental	55000	24,731	19,567	23,000	3,433	85.07%
75	Pest Extermination	55002	1,550	1,560	1,600	40	97.50%
0	Vehicle Repairs	55005	54	1,228	100	(1,128)	1228.00%
18,025	Building Repairs	55008	35,763	77,287	70,053	(7,234)	110.33%
70	Transcription Services	55009	1,559	1,477	2,000	523	73.85%
0	Accounting Auditing	55012	1,800	1,800	1,900	100	94.74%
3,025	Data Processing	55013	46,255	56,036	49,500	(6,536)	113.20%
130,927	Professional Service	55014	1,148,558	950,015	1,094,600	144,585	86.79%
0	Medical and Dental	75000	0	0	0	0	0.00%
0	Snow Removal	75003	13,155	10,572	20,000	9,428	52.86%
156,714	Contractual Services Subtotal:		1,273,425	1,119,542	1,262,753	143,211	88.66%
Insurance Expenses:							
7,723	Prop Liab Insurance	76000	72,540	92,671	92,671	0	100.00%
7,723	Insurance Expenses Subtotal:		72,540	92,671	92,671	0	100.00%
Deprec & Amort:							
52,445	Depreciation Expense	56503	624,409	629,332	642,867	13,535	97.89%
52,445	Deprec & Amort Subtotal:		624,409	629,332	642,867	13,535	97.89%
548,665	Total Other Operating:		4,102,598	3,923,622	4,369,605	445,983	89.79%
Debt Payments:							
0	Debt Principal Payments	57000	36,852	0	0	0	0.00%
0	Debt Interest Payments	57001	180	0	0	0	0.00%
0	Close to Debt	57003	(36,852)	0	0	0	0.00%
0	Debt Payments		180	0	0	0	0.00%
Transfer Out							
0	Other Transfer Out	59501	600,000	0	0	0	0.00%
0	Transfer Out Subtotal		0	0	0	0	0.00%
0	Loss on disposition	59508	86	0	0	0	0.00%
0	Total Non-Operating Expense		600,266	0	0	0	#DIV/0!
1,453,951	Expense Total:		17,470,741	16,463,403	19,839,332	3,375,929	82.98%

530 - Park View Health Center Net Surplus/(Deficit) After Adjustments -Close to Assets, Debt and Depreciation

12/12 of applied fund balance (3,250,000) (3,451,713)
Amount better than budgeted applied 2,049,095

At county budget meeting approx \$1,000,000 was reduced from labor budget (\$500,000 wages and \$500,000 fringes)

PARK VIEW HEALTH CENTER

MONTHLY CENSUS REPORT FOR January 2023

Average Daily Census _____ 96 _____

Percentage of Occupancy _____ 57.4% _____ (Capacity 168)

	HOME	HOSPITAL	NURSING HOME	MENTAL HEALTH CENTER	ASSISTED LIVING-CBRF	OTHER	EXPIRED	TOTAL
ADMISSIONS		6	1		1			8
DISCHARGES	2	1			2			7

	Pay Source		
	Jan	Dec	Nov
20% Private Pay/VA SNF	20	19	20
69% Medical Assistance SNF	66	68	68
DDIA/B	1	2	1
6% Family Care SNF	6	5	4
0% Insurance SNF	0	0	0
3% Medicare Advantage ISN	3	3	4
2% Medicare ISN	2	2	2
TOTAL RESIDENTS	98	99	99

NUMBER OF TRANSFERS TO HOSPITAL _____ 1 _____

NUMBER OF TRANSFERS FROM HOSPITAL _____ 1 _____

NUMBER OF TRANSFERS TO HOSPITAL WITHIN 30 DAYS OF ADMISSION _____ 0 _____

NUMBER ON WAITING LIST _____ 24 _____

CC: Adm	Med Dir	Private Pay/VA	20%
DON	Wound Care Nurse	Medical Assist.	69%
Social Wellness Mgr	Administrative Coordinator	Family Care	6%
Financial Services Mgr	Admission Coordinator	Med Advantage/Ins	3%
QA Mgr		Medicare	2%

SUMMARY FOR MONTH

FOR MA BEDHOLD: MAINTAIN 94% OR GREATER IN CURRENT MONTH TO COLLECT FOR THE FOLLOWING MONTH.

Thanks for meeting with me last night to get a better idea on what the Park View committee is looking for. The turnover rates for all of 2022 are as follows:

Resignations

Administrator 100%
Nursing Administration 27%
Unit Assistant 25%
RN 25%
LPN 27%
C.N.A. 43%
Hospitality Aide 29%
Custodian 33%
Activity Specialist 9%
Food Service Assistant 31%

Nursing Administration includes the RN Shift Supervisors, RN Neighborhood Supervisors, DON, Staff Development Coordinator, C.N.A. Coordinator and Nursing Scheduler.

Retirements

Social Wellness Manager 100%
Activities 9%
Business Office 11%
Unit Assistant 50%
C.N.A. 5%
Hospitality Aide 12%

Business Office includes Financial Services Manager, Accounting Associates, Purchasing Associate, Medical Records Associate and Administrative Aides.

Terminations

C.N.A. 3%
Food Service Assistant 15%
RN 5%
Hospitality Aide 12%

Please let me know if you have any questions.

Peg Raugh
Human Resources