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**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, June 15, 2023**  
**PLACE OF MEETING:** **COUGHLIN CENTER MEETING ROOM A**  
**TO JOIN VIA ZOOM:**

<https://us02web.zoom.us/j/86058683457?pwd=YjJlUkFpL3lJT0R1ZEdrclZvSEFidz09>

z09

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

1. Call to Order
2. Approval of the May 18, 2023 PVHC Committee Minutes
3. Public Forum: Discussion limited to items listed on the agenda
4. Financial Report
5. Administrator's Report
  - Census and Staffing
6. Discussion & Vote: Revised Incentive Resolution: 140-112022
7. Suggested Topics
8. Future Meeting Date(s) July 20th, 2023 @ 3:30pm.
9. 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, May 18<sup>th</sup>, 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  
Supervisor Tom Swan  
Supervisor James Ponzer

Administration:

Linzi Gazga Parish, Administrator  
Doug Petraszak, Financial Services Manager  
Maria Scheuermann, Social Worker

**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 Koby Schellenger moved for approval of the April 20<sup>th</sup>, 2023 PVHC Committee Meeting. Supervisor Maribeth Gabert 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 33%; Current total revenue is 31.78% at \$5,420,766. Total labor was 24.11%, which was consistent with lower census at \$3,682,350. Current total expenditure is at \$13,538,169 or 47.61%, which includes the takeback of ARPA funds of \$8,681,638. Total expenditures without this takeback are \$4,856,531 or 24.59%.

**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.

(b) Staffing Update: Linzi Gazga Parish, reported on the current open staffing FTE and positions within Park View Health Center. In April 2023, there were 3 promotions; 80% Food Service to 80% Cook, 40% Hospitality Aide to 20% CNA, and 10% Hospitality Aide to 10% CNA. There were 5 status changes: CNA reduced status from 40% to 30%; CNA reduced status from 60% to 20%; RN reduced status from FT to 90%; RN increased status from 60% to 80%; Lateral transfer of FT LPN to LPN/Unit Assistant. The turnover rate for April was 2%; 6 staff were hired in April 2023.

**6. Discussion & Vote: Revised Incentive Resolution: 65-062022**

Linzi Gazga Parish, Administrator, reported there has been no resolution prepared, however, a resolution has been drafted.

**7. Suggested Topics**

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

The next PVHC Committee meeting is scheduled for Thursday, June 15<sup>th</sup>, 3:30 p.m. at the Coughlin Center, Meeting room A, and will be available via zoom, as well.

**11. Adjournment**

Supervisor Morris Cox motioned for adjournment and Supervisor Maribeth Gabert seconded the motion.

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

Meeting adjourned at 3:51 p.m.

*Respectfully submitted by:  
Linzi Gazga Parish, Administrator*

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Supervisor Koby Schellenger – PVHC Committee

Date

**PARK VIEW HEALTH CENTER**

**MONTHLY CENSUS REPORT FOR May 2023**

Average Daily Census 98

Percentage of Occupancy 58.0% (Capacity 168)

	HOME	HOSPITAL	NURSING HOME	MENTAL HEALTH CENTER	ASSISTED LIVING CTRS	OTHER	EXPIRED	TOTAL
ADMISSIONS		7						7
DISCHARGES	4	1					1	6

NUMBER OF TRANSFERS TO HOSPITAL 4

NUMBER OF TRANSFERS FROM HOSPITAL 4

NUMBER OF TRANSFERS TO HOSPITAL WITHIN 30 DAYS OF ADMISSION 1

NUMBER ON WAITING LIST 31

	Pay Source	May	April	March
19%	Private Pay/VA SNF	19	18	20
71%	Medical Assistance SNF	70	67	67
	DDIA/B	1	1	1
4%	Family Care SNF	4	5	7
0%	Insurance SNF	0	0	0
3%	Medicare Advantage ISN	3	5	1
1%	Medicare ISN	1	1	2
	TOTAL RESIDENTS	98	97	98

CC: Adm DON	Med Dir	Private Pay/VA	19%
Wound Care Nurse		Medical Assist.	71%
Social Wellness Mgr		Family Care	4%
Financial Services Mgr		Med Advantage/Ins	3%
Admission Coordinator		Medicare	1%
QA Mgr			

**SUMMARY FOR MONTH**

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

1 - 2022

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3 **RESOLUTION: Authorize Park View Health Center Emergency Staffing Incentive Proposal**

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6 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

7 **WHEREAS**, Park View Health Center has experienced a continual staffing decrease since the beginning of the  
8 COVID-19 pandemic and continues to experience crisis staffing shortages; and

9 **WHEREAS**, Park View Health Center has experienced numerous critical staffing levels due to the existing  
10 workforce shortages; and

11 **WHEREAS**, Park View Health Center has experienced great turnover with few qualified applicants  
12 submitting applications; and

13 **WHEREAS**, Park View Health Center has exhausted all non-monetary incentives to alleviate critical staffing  
14 levels and in November the board passed an emergency staffing incentive proposal as outlined below:

- 15 1. Offer \$25 per four-hour shift based on identified high need shifts/staffing emergency, as identified by the Nursing  
16 Home Administrator or designee.
- 17 2. Offer exempt staff \$68 per hour picking up shifts beyond their required 40 hour per week shift, to include shift  
18 and weekend differentials.
- 19 3. Offer 0.8 to full time staff double time for emergency or high need shifts as identified by Nursing Home  
20 Administrator or designee.
- 21 4. Offer time and a half to casual call and part time employees for emergency staffing needs as identified by  
22 Nursing Home Administrator or designee.

23 **WHEREAS**, with the staffing shortages industry wide, Park View is seeing employees leaving for other facilities who offer  
24 incentives with more flexibility; and

25  
26 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it hereby  
27 recognizes the need for a more adaptive incentive procedure and authorizes Park View Health Center Administrator  
28 with approval from the county executive and director of human resources to develop procedures to ensure shifts are  
29 filled during emergency staffing situations with the following conditions:

- 30 1. Emergency staffing is mitigated through other polices as much as possible
- 31 2. Per shift incentives shall not exceed \$150 and shall be offered starting at \$25 per shift
- 32 3. Offer exempt staff up to \$68 per hour for picking up shifts beyond the required 40 hour per week, to include shift  
33 and weekend differentials.
- 34 4. Time and a half or double time may be offered to employees
- 35 5. The nursing home administrator reports to the county executive, director of human resources, and the PVHC  
36 Committee monthly on the use of the adopted procedures

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38 Fiscal Note:

39 Respectfully submitted by:

40 **PARK VIEW HEALTH CENTER COMMITTEE**

41 Committee Vote: \_\_\_\_\_

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Respectfully submitted by:

**PERSONNEL & FINANCE COMMITTEE**

Committee Vote:

Vote Required for Passage: **Majority**

Approved by the Winnebago County Executive this \_\_\_\_ day of \_\_\_\_\_, 2022.

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Jonathan D. Doemel  
Winnebago County Executive