

PARK VIEW HEALTH CENTER COMMITTEE MINUTES

Date/Time: Tuesday, November 3, 2015, 3:45 p.m.

Location: Park View Health Center Board Room

Present: PV Committee Members
Tom Ellis, Chair
Maribeth Gabert, Vice Chair
Larry Lautenschlager, Secretary at 3:50
Bill Wingren

Administration
Marleah Keuler, Administrator
Tom Geske, Dir. of Financial Services
Kathy Glander, Administrative Coordinator

Absent: Dr. Shiloh Ramos

Guests: Mike Elder, Dir. of Facilities and Property Management

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 October 6, 2015 PVHC Committee meeting minutes.

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

3. Public Forum – None.

4. Christmas Season Resident Programs

Tim Laurin, Activity Specialist, provided invitations to the committee for next week's Veterans Day Ceremony. He also shared holiday activities that are planned for residents.

5. Communications –

Miron Construction has completed maintenance on the building.

6. Nurse Call System Replacement Update

Mike Elder, Director of Facilities and Property Management, along with Marleah Keuler, Administrator, reported an email arrived today from the State noting a conditional approval of the nurse call system replacement. There will be a pre-bid meeting on November 18th. A waiver will be filed with the State, due to the replacement being a wireless system, and a construction checklist will be completed. Tomorrow, Mike will contact Kevin Derenne, State Life Safety Code Surveyor, in order to obtain clarification on waiver content. He will also ask for a 10-day expedited approval of the waiver. The system could possibly be ready for installation by mid-January. It will take approximately 10-12 weeks for completion.

7. Parking Lot Expansion Update

Mike reported bids for the parking lot expansion opened this afternoon. The project will be awarded to the lowest bidder. It will be concrete curb with gutters and asphalt base. There will also be a re-aligning of the sidewalks. The City had reviewed the plans and they required a rework in the lighting plan. That plan has since been completed. Mike is now awaiting approval from the City. If completion of the expansion cannot be completed before the end of November, it will be the first project in the spring.

8. 2016 Budget Review

Tom Geske, Financial Services Director, reported the budget meetings with the County Board of Supervisors went smoothly and PVHC's 2016 proposed budget was approved.

9. Financial Report

The income statement through October 2015 was distributed and discussed.

10. Administrator's Report

- The October 2015 census report was discussed.
- Approximately 85% of residents and 85% of staff have been vaccinated for seasonal influenza. The percentages will likely increase over the next month. It is early in the season however, it appears the influenza strain will be the same as last year's strain.

It was asked whether pneumonia vaccinations are offered to residents. Pneumococcal vaccines are available and recommended for residents 65 and older.

- Staff received emergency training last month. The format of having individual stations manned by management staff, with the focus being on one specific emergency situation per station, was well received by staff. The Fire Department, if weather permitted, set an actual fire outdoors for staff to put out with extinguishers. All staff were given the opportunity to try an actual extinguisher.
- We are in the survey window for our annual State survey.
- "Pay for Performance" evaluations have been completed and submitted to Human Resources.
- A new provider group will be seeing residents. ThedaCare Physicians Group will provide two physicians and two physician extenders for those patients who had been seen by Dr. Rimas Janusonis.
- PVHC Management received worker's compensation training recently with Brian Margan, Senior Risk Control Specialist, with the Willis Group.

Suggested Topics for the Next Meeting

- Nurse Call System Replacement Update
- Parking lot Update

12. Future Meeting Date(s)

The next PVHC Committee meeting is scheduled for Tuesday, December 1, 2015, at 3:45 p.m., in the Park View 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 4:20 p.m.

*Respectfully submitted by:
Kathy Glander, Administrative Coordinator*

Tom Ellis, Chair – PVHC Committee

Date