Winnebago County
The Wave of the Future

PARK VIEW HEALTH CENTER COMMITTEE MEETING MINUTES
WEDNESDAY, DECEMBER 4, 2024

A. Call to Order

Supervisior Schellenger called the meeting to order at 3:31pm.

B. Adopt Agenda

C. Public Comments on Agenda Items

No public comments

D. Approval of Minutes

1. September Minutes

2. October Minutes

   Supervisor Swan stated that on page 7 of 15, the fourth paragraph from the bottom, per his recollection County Executive Domel did not say the Baker Tilly study wasn't used, but he didn't really give an answer. Linzi Gazga, NHA replied she took the minutes off the video and per the video Executive Domel said no.

   Supervisor Swan had a correction on page 7 of 15, third paragraph from the bottom, adding in the word 'removing'. Sentence to read, 'He thinks removing the positions could reduce morale'.

E. Director's Report

1. Financial Report

   Finance Manager, Doug Petraszak attended via zoom and went through the Income Statement of October 2024. The percentage should be at 83%.
   Revenue: Intergov Revenue at 100.8%, Public Services revenue at 83.16%, where we are projected. Total Revenue at 79.17%, just under where we are projected.
   Expenses: Wages are under at 73.6%,total labor below by 13% at 70.6%. Travel expenses are currently at 62.24%. This will increase by the end of the year, as there was a conference attended in November. Capital purchases include a bladder scanner and lifts charged in November. Office subtotal at 75.24%. Operating subtotal at 71.47%, rental equipment is up from a 2021 HillRom invoice for $3,521. Repairs and maintenance subtotal, just under 83%, operating at 81.12%. Utilities subtotal at 72.62%, heat in this area is currently at 47.38%, but will increase going into the colder months. Contractual Services running at 121.68%. Professional Services in this area running high at 132.55% due to agency and Baker Tilly costs. The amount over in October was $361,000. Insurance expenses are divided by 12 and charged per month, thus insurance running at 83.33%. Depreciation is divided, same as Insurance. Depreciation running at 76.45%. YTD actual loss is ($450,950). We were projected to be at a loss of ($905,113) from our approved 2024 budget. Therefore, PVHC is

doing better than budgeted by $454,163.

Supervisor Schellenger and Administrator, Linzi Gazga spoke about some changes being made at PVHC and discussions with Executive's office and HR to expedite the hiring process, application and the HR position and report after 6 months after the position to see progress. Questions were asked related to the HR position that was added in the budget of their duties and job description. Linzi Gazga referred Mark Habeck would be the contact, as the hiring manager.

Supervisor Schellenger stated this is where he feels the 2025 budget book did not portray an accurate picture of PVHC finances, as the numbers didn't match. It looked like we were projected to be in a more deficit state.

2. Census Report

   Administrator, Linzi Gazga reported on the census report. 13 Admissions, 14 Discharges. Currently 27 people on the waiting list. Summary for payer sources, 21% Private pay/VA, 64% Medical Assistance, 7% Family Care, 6% Med Advantage/Ins, 1% Medicare.

   It was asked about the waiting list of how many people are actually ready to admit. Administrator stated she didn't know off the top of her head how many would be ready. It could be half or quarter of people. It was stated that a board member could go on the list, even though they don't need immediate services. Administrator agreed that yes, some don't need services immediately. When PVHC has an opening, we go through the waiting list to see who is ready.

3. Staffing Update

   The administrator went through the staffing report. The committee requested to have paper copies of this report available at the meeting for reference.

   Supervisor Schellenger stated that staffing numbers compared to the beginning of the year look better and PVHC is moving in the right direction. The administrator explained that having a high number of Hospitality Aides is okay, as we use many of these positions as transition roles going into the C.N.A. class.

4. Incentive Pay Usage Report

   The Administrator, Linzi Gazga went through Incentive pay for the most recent payroll and compared to last years numbers. There was a large discussion on agency staff and creating a report to determine agency hours and dollars vs. incentive hours and dollars. Administrator stated that Supervisor Schellenger and Ashley Paul, DON could work together and create a report they are looking for. Administrator also stated that we can look at incentive pay and money, however paying staff more money isn't always the answer when you don't have enough staff. There is still staff burnout that you need to take into account.

F. Items for Next Agenda

Suggestions from committee members for items to be addressed on a future agenda

G. Next Meeting Date

Thursday, January 16, 2025, at 3:30pm

H. Adjourn