



Winnebago County

The Wave of the Future

**PARK VIEW HEALTH CENTER COMMITTEE MEETING MINUTES
THURSDAY, JUNE 19, 2025**

A. Call to Order

Supervisor Swan called the meeting to order at 3:30pm.

B. Adopt Agenda

C. Approval of Minutes

1. Approval of May 15, 2025, Meeting Minutes

D. Director's Report

1. Financial Report

Finance Manager Doug Petraszak presented the financial report for the month of May. At this point in the year, departments should be operating at approximately 42% of their annual budget. Intergovernmental revenue is performing slightly ahead of target, with a total of \$5,443,899 collected so far, representing 43.86% of the annual projection. Public service revenue is currently tracking below the expected level, with \$1,567,245 received, which reflects 34.83% of the budget. The interfund revenue category shows an actual total of \$9,755, coming in at 40.65% of the projected amount. Miscellaneous revenue continues to trend higher than anticipated, totaling \$83,400 and accounting for 49.05% of the yearly budget. The next category, transfers, has reached \$172,584, which is on track at 41.67%. Altogether, the total revenue collected year-to-date stands at \$7,276,833, or 41.53% of the overall revenue budget.

On the expenditure side, labor costs are currently at \$5,262,522, which equates to 34.63% of the budgeted labor expense. Travel expenditures for the year thus far amount to \$4,683, which reflects 21.68% of the total annual allocation for travel. There has been no spending recorded under capital outlay to date, as the team continues to collaborate with the Facilities department to determine how to proceed with those funds. Office supplies have incurred a total expense of \$21,211, accounting for 24.62% of the budget for that category. Operating expenses have reached \$590,643, or 32.92% of the annual amount allocated. Repairs and maintenance expenses are currently at \$27,913, which is 20.67% of the yearly projection. Utility costs total \$136,727, representing 32.48% of the budgeted amount. Contractual services have reached \$739,720, which is 36.04% of the projected total. Insurance expenses for the year stand at \$39,780, which aligns with the budget at 41.67%. Lastly, depreciation and amortization costs are currently at \$293,966, or 40.86% of the annual budget. Altogether, total expenditures year-to-date amount to \$7,117,165, representing 34.68% of the total budgeted expenses. As a result, the facility is currently operating with a surplus of \$159,718.

2. Census Report

Administrator Linzi Gazga Parish reported on the census for May. The facility had an average daily census of 91, resulting in a 54% occupancy rate. During the month, there were 13 admissions and 12 discharges. There are currently 31 individuals on the waiting list, with 12 of them ready for admission today.

Regarding payer sources, 19% of residents were utilizing private pay or VA benefits, 68% were on Medical Assistance, 3% were enrolled in Family Care, 5% were using Medicare Advantage, and 2% were on Medicare.

3. Staffing Update

Administrator Linzi Gazga Parish provided an update on staffing. There are currently 32 casual call CNAs, 5 registered nurses, 0 LPNs, 3 food service workers, and 1 transportation aide who is utilized when the primary transportation staff member is out of town. Overall, the facility has a total of 188 staff members.

In May, 6 new employees were hired, and the staff retention rate remained strong at 98%. There were 4 resignations, which included 1 registered nurse, 2 hospitality aides, and 1 therapeutic wellness specialist. As for open positions, there are approximately 15 nursing positions, 50 CNA openings, 9 hospitality aide roles, 3 housekeeping that are currently not being actively recruited for, and about 3 vacancies in food service but currently only looking for one.

E. Public Comments on Agenda Items

F. Business Items

Action may be taken on any business items.

G. Closed Session:

Pursuant to Section 19.85(1)(e), Wisconsin Statutes, at this point in the meeting the committee shall consider a motion to convene in closed session for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically related to the Baker Tilly case study and review of the associated report.

H. Items for Next Agenda

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

I. Next Meeting Date

Next meeting date is scheduled for: July 17th, 2025 at 3:30pm.

J. Adjourn

[MIN_FOOT]

A handwritten signature in black ink, appearing to be 'J. Gazga', is written over the 'Adjourn' section and extends into the footer area.