



**MICHIGAN VETERANS' FACILITY AUTHORITY
BOARD OF DIRECTORS MEETING**

November 15, 2022

10:00 a.m.

PROPOSED MINUTES

A meeting of the Michigan Veterans Facility Authority (MVFA) Board of Directors was called to order at 10:05 a.m. by Chair David Henry. The meeting was conducted at the DTMB State Facilities Administration Building, 3111 W. St. Joseph Highway, Lansing, MI 48917.

1. Pledge of Allegiance

2. Attendance Roll Call

Chair Henry called for a roll call of members present.

The following MVFA Board of Directors were present: David Henry, Mary Naber, David Rutledge, MaryAnne Shannon, Brad Slagle

Via Microsoft Teams: Zaneta Adams

Excused Absences: Ken Robbins, Larry Yachcik

Michigan Veteran Homes (MVH) Executive Leadership Team: Anne Zerbe, Beth Simonton-Kramer, Ryan Engle, Tiffany Carr, Assistant Attorney General Jason Geissler, Patty Altimore

Virtual Guests: Christine Apostol, Laura Birchmeier, Erica Bobrowski, Sean Depuydt, Heather Feuerstein, Mike Hassan, Michael Kroll, Chris LaJoie, Cary Lincoln, Jennifer Manning, Linda Smith, Jodi Thompson, Courtney Tweedale, Niki Wheeler, Mark Wolf, et al.

3. Adoption of Agenda

Slagle, seconded by Naber, motioned to accept the meeting agenda dated November 15, 2022, as presented. The motion passed 5-0.

4. Public Comment

None

5. Approval of Proposed Minutes

Slagle, seconded by Shannon, motioned to accept the proposed meeting minutes dated September 20, 2022, as presented. The motion passed 5-0.

6. Executive Director's Report

- **Introduction of Ryan Engle, Director of Development & Strategic Engagement**
 - Anne Zerbe introduced Ryan Engle as part of the MVH Leadership Team.
 - Mr. Engle stated that he is excited to serve in this new role with Michigan Veteran Homes; he previously served as an administrator at the MVH D.J. Jacobetti.
 - His last assignment was with the Michigan Veterans Affairs Agency where he served in strategic partnerships.
 - Mr. Engle has been in the learning mode for the past two weeks; he looks forward to expanding relationships with community partners.

- **Update on the Replacement Facility for MVH D.J. Jacobetti**
 - Anne Zerbe reported that firms have been selected to interview for both construction management (2) and architecture engineering and design (AED) (2). Construction Specialist Mike Hassan is working with the Department of Technology, Management and Budget (DTMB) staff in selecting companies for final interviews.
 - Ms. Zerbe will provide more information at the next meeting on contract errors and omissions. She added that staff and members at MVH at Chesterfield Township and MVH at Grand Rapids continue to develop a “lessons learned” document which highlights their feedback regarding the new home design.

- **Interim Administrator Beth Simonton-Kramer – MVH at Grand Rapids (MVHGR)**
 - Ms. Simonton-Kramer reported on behalf of the Home due to the absence of Administrator Carly MacDonald.
 - The current census is 119, with approximately two new admissions daily. All members are now housed in the new facility.
 - Members enjoyed a Veterans Day celebration which included music, a special lunch, and various activities. The Home Depot's associate volunteer force performed a grounds clean-up and beautification of the Home's property. Board Secretary Brad Slagle will send a note of thanks to Home Depot staff for their diligent efforts.
 - The McLeish and Mann buildings on the campus pose security concerns since they are no longer occupied. Anne Zerbe and her team are reviewing opportunities for ancillary programs to be conducted in the vacant buildings. A team from the Veteran Integrated Service Network will be touring the buildings to explore opportunities to improve services for veterans.

- **Anne Zerbe – MVH at D.J. Jacobetti (MVHDJJ)**
 - Ms. Zerbe reported on behalf of the Home due to the absence of Administrator Ron Oja.
 - A survey team recently visited the Home and issued only one citation. The survey team noted an increase in performance and the Home is expected to soon be considered a 5-star facility. Ms. Zerbe commended the team for their preparation going into the survey.

- The capacity in the current building is capped at 116 members; therefore, there will not be an issue when moving members to the replacement facility. Contracted staff will likely be utilized for the start-up and transition into the new facility.
- **Administrator Jennifer Manning – MVH at Chesterfield Township (MVHCT)**
 - The current census is 79 members, with an anticipated admission goal of 100+ members by year-end.
 - The last neighborhood has opened at the Home and there is adequate staffing to support the population. There has been an uptick in the submission of nursing applications, and more State of Michigan staff is being utilized in lieu of contracted staff.
 - The team is awaiting the CMS Annual Survey, which may occur sometime after the Thanksgiving holiday.

7. MVH Committee Updates

- **Executive Committee**
 - Chair Henry stated that the Executive Committee met at the end of October to discuss the board meeting agenda and other related issues.
 - Two MVFA board member vacancies still need to be filled. Anne Zerbe will follow-up with the governor's appointments staff regarding the current applicant status.
- **Budget and Financial Oversight Committee**
 - Chair Slagle stated that the committee met on November 4, 2022, and the information discussed at the meeting is in the board report.
 - For the FY'24 budget, there are no specifics available currently since the budget development is still in progress.
 - DTMB Financial Services staff are busy processing the FY'22 year-end close.
 - Anne Zerbe added that Jackie Huhn and Erica Bobrowski are working with admissions staff to streamline the process to prioritize the admission of 70% service-connected veterans due to the financial support provided by the VA.
 - Steve Rolston continues to work with the VA on a sharing agreement to curb pharmaceutical costs at MVH at Chesterfield Township.
- **Governance and Advocacy Committee**
 - Chair Rutledge reported that the committee did not meet in October but will be meeting in December.
 - The committee members will discuss the development of informational sessions with new legislators. These sessions will be designed to educate the legislators on the Michigan Veteran Homes and advocate for their support of the Homes.
 - Any staff policy issues should be presented to the committee prior to the January committee meeting.

- **Outreach and Fund Development Committee**

- Community Engagement Coordinator Tiffany Carr and Director of Development & Strategic Engagement Ryan Engle presented on behalf of the committee.
- Ms. Carr reported on the community donations and interest with the Homes; donations are on par. Throughout the pandemic, the veteran homes were not forgotten; the community is still engaged. The use of social media and community engagement will keep the public apprised of the activities at the Homes and how to best engage. The engagement piece is vital since partnerships are pivotal for ongoing relationships and future work.
- Mr. Engle reported on the challenges working with donors regarding the 501c3 exemption requirements as it relates to the Michigan Veteran Homes. Mr. Engle plans to navigate through the 501c3 roadblocks and affect change within donor organizations. He is anxious to begin work on a columbarium project at the MVH at Grand Rapids.

8. New Business

- **National Association of State Veterans Homes (NASVH) Winter Conference**

- Beth Simonton-Kramer provided an overview of the upcoming conference in February 2023. Two board members, Brad Slagle and MaryAnne Shannon, indicated an interest in attending the conference to capitalize on educational opportunities with VA program directors and to learn how the VA operates. Emphasis was also placed on making key connections while advocating for the Michigan Veteran Homes. The approximate cost for the conference and expenses is \$1,800.00 per person.
- Brad Slagle also provided additional information on the importance of board members networking at the conference. He highlighted the importance of serving on the NASVH board, adding that MVH COO Steve Rolston is a NASVH regional director and MVH Secretary Linda Smith serves as the executive committee's secretary.

Rutledge, seconded by Naber, motioned to send Brad Slagle and MaryAnne Shannon to the NASVH Winter Conference with the objective of securing a NASVH board seat. The motion passed 5-0.

9. Public Comment

None

10. Board Comments

David Rutledge – pass

David Henry – pass

Mary Naber – all good

Brad Slagle – I'm set

MaryAnne Shannon – stay well

11. Closed Meeting Session

Mary Naber suggested that the board should consider a motion to go into closed session under Section 8e of the Open Meetings Act to consult with the attorney regarding pending litigation.

Naber, seconded by Rutledge, motioned to suspend the meeting and move into a closed session. The motion was passed by a roll call vote 5-0 with Henry, Naber, Rutledge, Shannon, and Slagle in favor.

The meeting moved into closed session at 11:44 a.m.

The meeting came out of closed session at 12:08 p.m. with no action taken and returned to open session.

Brad Slagle suggested that the board should consider a motion to go into closed session under Section 8d of the Open Meetings Act to discuss property parcels for acquisition in Marquette.

Slagle, seconded by Shannon, motioned to suspend the meeting and move into a closed session. The motion was passed by a roll call vote 5-0 with Henry, Naber, Rutledge, Shannon, and Slagle in favor.

The meeting moved into closed session at 12:09 p.m.

The meeting came out of closed session at 12:19 p.m. with no action taken and returned to open session.

12. Adjournment

Rutledge, seconded by Naber, motioned to adjourn the meeting. The motion passed 5-0. The meeting was adjourned at 12:20 p.m.

Bradford Slagle,
MVFA Board Secretary