



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

June 16, 2022

10:00 a.m.

APPROVED MINUTES

A meeting of the Michigan Veterans Facility Authority (MVFA) Board of Directors was called to order at 10:04 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 David Henry called for a roll call of members present.

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

Excused Absences: Zaneta Adams, Ken Robbins, David Rutledge

Michigan Veteran Homes (MVH) Executive Leadership Team: Anne Zerbe, Beth Simonton-Kramer, Patty Altimore

Virtual Guests: Christine Apostol, Erica Bobrowski, Tiffany Carr, Assistant Attorney General Jason Geissler, Mike Hassan, Michael Kroll, Chris LaJoie, Cary Lincoln, Carly MacDonald, Jennifer Manning, Renonda Mullen, Ron Oja, Steve Rolston, Linda Smith, Jodi Thompson, Courtney Tweedale, Melissa Velie, Niki Wheeler, Mark Wolf, et al.

3. Adoption of Agenda

Naber, seconded by Shannon, motioned to accept the meeting agenda dated June 16, 2022, as presented. The motion passed 5-0.

4. Public Comment

None

5. Approval of Proposed Minutes

Yachcik, seconded by Slagle, motioned to accept the proposed meeting minutes dated January 18, 2022, as presented. The motion passed 5-0.

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

6. Executive Director's Report

- **Budget Update**

Anne Zerbe reported that she met with house and senate subcommittees to discuss budget priorities for the fiscal year 2023. She noted that Medicaid revenue is expected to increase significantly due to the CMS-eligible beds at the Michigan Veteran Homes at Grand Rapids and Chesterfield Township. This revenue will eventually decrease the reliance of the utilization of general funds.

Ms. Zerbe shared that Chair Henry sent a letter to the governor's office and select legislators regarding the support of funding for a replacement facility in Marquette. She anticipates some type of funding for the facility; however, nothing has been finalized. Ms. Zerbe added that discussions are also underway for funding additional veterans homes in Detroit and the upper-lower peninsula. Final budget information will be posted on DirectorPoint for board member review.

Chair Henry reiterated the importance of using of DirectorPoint to view board-related documents. He also suggested the possible procurement of iPads for board members; cost estimates will be reported at the next meeting.

Chair Henry expressed concern that the board has a dismal record for board member attendance at the meetings and encourages board members to reflect on their commitment to the governing board. There are two openings for the board: Henry Boutros has resigned, and Zaneta Adams' position will move to a non-voting member this summer. Board members are encouraged to direct any prospective board members to the governor's appointments website.

Anne Zerbe closed the budget discussion by stating that she has asked for a supplemental for operations due to the budget shortfall and the request is under consideration.

- **NASVH Spring Conference Recap**

Steve Rolston provided an overview of the NASVH Conference, stating the focus was on the VA survey modernization. Several members from the MVH Leadership Team attended the conference, along with Brad Slagle on behalf of the board. Brad Slagle described his experience at the conference, noting the centralization of surveys and the naming of Congressman Bergman as Legislator of the Year based on his past support of veterans homes.

- **Members/Families Satisfaction Survey Results**

Beth Simonton-Kramer led a discussion on the Members/Families Satisfaction Survey which was conducted last spring. Overall, the results were good, emphasizing that most members/families were generally satisfied. Anne Zerbe indicated that a MVH Employee Satisfaction Survey will be conducted which will include feedback from contracted staff as well. Anne Zerbe, Steve Rolston, and Beth Simonton-Kramer are currently conducting MVH Employee Town Hall meetings at each home as part of the employee engagement initiative.

- **COO Steve Rolston – Operational Status Update for MVH**
 - The homes are transitioning back to normal operations
 - Employee engagement initiatives are in place and include employee town halls
 - The sharing agreements are currently being updated with the VA
 - Team development and strengthening efforts continue
 - Clinical alignment between the three homes continues

- **Administrator Carly MacDonald – MVH at Grand Rapids**
 - Steve Rolston reported on behalf of Carly MacDonald
 - The VA has approved the request for the recognition of domiciliary beds
 - Current census – 117 members
 - External admissions will begin in early-July

- **Administrator Ron Oja – MVH at D.J. Jacobetti**
 - The VA conducted a virtual annual survey with only two minor concerns
 - Accolades to the MVH D.J. Jacobetti team for the survey results
 - COVID update: 3 members and 14 staff since the last meeting. Staff continue to conduct “safe” indoor and outdoor activities.
 - Anne Zerbe added that MVH D.J. Jacobetti is a 4-star facility, with credit given to Administrator Ron Oja, DON Carly Lincoln, and Director of Clinical Compliance Niki Wheeler

- **Administrator Jennifer Manning – MVH at Chesterfield Township**
 - The current member census is 60
 - Work continues with recruiting more nursing staff
 - An additional memory care unit will open in mid-July
 - An additional skilled nursing unit will open in mid-August
 - On May 17th, the members and staff celebrated the home’s one year anniversary with a barbeque and music
 - Staff is currently anticipating upcoming surveys
 - COVID update: 2 members since the last meeting
 - Steve Rolston added that Lt. Governor Garlin Gilchrist recently toured the home and Jennifer did an excellent job conducting the tour

7. MVH Committee Updates

- **Executive Committee**
 - All board-related documents should be stored on DirectorPoint
 - AAG Geissler will work with Beth Simonton-Kramer to move forward with the AG’s opinion on remote board member voting; this issue is to be resolved by the next board meeting for approval.
 - AAG Geissler and Anne Zerbe will discuss the criteria for closed meeting sessions. Any closed meeting sessions will be listed under “New Business” on the board agenda.
 - MVFA committee name change from Governance and Policy Development Committee to Governance and Legislative Committee
 - Elimination of the Facility and Capital Improvement Committee at this time.

- **Budget and Financial Oversight Committee**
 - Chair Slagle reported on the operating funds decrease from State of Michigan. A supplemental request will be required due to a \$4 million cut from last year.
 - Chair Henry and Chair Slagle will meet with a senator regarding the practice of using supplemental requests.
 - The committee received a request from a member regarding an increase in personal allowance. This request will be considered by the board at the September meeting when the fiscal year 2023 rates are determined; Chair Slagle will respond to the member.

- **Facility and Capital Improvement Committee**
 - Construction Manager Mike Hassan provided an overview of the current maintenance activities for the two new buildings. He also described the 11-month warranty items walk-through and the demolition of the MVH at Grand Rapids Donation Center.

- **Governance and Legislative Committee**
 - MaryAnne Shannon presented an update on behalf of the committee.
 - Brad Slagle reported on the legislative realm to include meeting with state-elected and federal officials or their representatives at a multitude of events. Information on state-matching funds for MVH D.J. Jacobetti was exchanged, as well as networking for extended connections. Mr. Slagle requested to become a member of the Governance and Legislative Committee, and to work in the legislative realm to extend the network of contacts.

Shannon, on behalf of the committee, seconded by Henry, motioned to accept the MVH Strategic Plan as presented by the committee. The motion was passed by a roll call vote 5-0, with Henry, Naber, Shannon, Slagle, and Yachcik in favor.

- **Outreach and Fund Development Committee**
 - Chair Yachcik reviewed the Draft Community Engagement Plan as part of the MVH Strategic Plan to include:
 - Objective 6.2: Develop and Implement Strategic Communications and Outreach
 - Objective 6.3: Establish MVH Philanthropic System
 - Objective 6.4: Utilize Community and Philanthropic Support to Achieve Capital Strategic Goals
 - Chair Yachcik emphasized the need for a CRM software package that would meet the criteria set by the State of Michigan Treasury for receiving funds. Tiffany Carr is currently demoing five software systems for fundraising, event planning, and volunteer tracking.

- **Executive Director Evaluation Committee**

- MaryAnne Shannon and Larry Yachcik presented an overview of the process and affiliated timelines by addressing all three charges to the board:
 - Charge #1 – ED/CEO Summary Evaluation Results
 - Charge #2 – Recommendations for Future ED/CEO Performance Goals
 - Charge #3 – Recommendations for Future ED/CEO Annual Compensation

Shannon, on behalf of the committee, seconded by Naber, motioned to accept the MVH Executive Director/CEO first year evaluation process and findings as presented by the committee.

- Chair Henry tasked the committee and Brad Slagle to present the board with a salary recommendation at the July board meeting. Consideration should address the unclassified salary funding, industry knowledge, and the evaluation process and findings.

The motion was passed by a roll call vote 5-0, with Henry, Naber, Shannon, Slagle, and Yachcik in favor.

8. New Business

- Beth Simonton-Kramer announced that the MVFA Appeals Board met in May regarding two admission requests; one was approved, and one was denied. The Appeals Board has the weight of the MVFA board; therefore, the decisions stand as determined by the Appeals Board. The process for appeals will be addressed at the next Governance and Legislative Committee meeting on August 9, 2022.

Mary Naber was excused from the board meeting at 12:58 pm; there was no longer a quorum.

9. Public Comment

None

10. Board Comments

MaryAnne Shannon – I am glad we have a quorum today.

Larry Yachcik – It is a privilege to serve an organization that is led by this board and CEO; there is a lot to do, but let's celebrate our wins.

Brad Slagle – Congratulations to the Michigan Veteran Homes D.J. Jacobetti on the VA survey results – great job.

David Henry – Looking at where we started and the progress we have made in a short amount of time with two brand new homes built and operating. It has been a herculean task to get this done with staff; however, we must keep moving forward.

MaryAnne Shannon also stated that a historical timeline would be valuable showing the milestones since the establishment of MVFA. Anne Zerbe stated that this information for the past five to six years will be included in the MVH Annual Report.

11. Adjournment

Chair Henry adjourned the meeting at 1:04 p.m.

A handwritten signature in cursive script, appearing to read "Bradford Slagle".

Bradford Slagle,
MVFA Board Secretary