



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

July 23, 2024

10:00 a.m.

ADOPTED MINUTES

A meeting of the Michigan Veterans Facility Authority (MVFA) Board of Directors was called to order at 10:01 a.m. by Chair David Henry. The meeting was conducted at Michigan Veteran Homes D.J. Jacobetti, 425 Fisher St, Marquette, MI 49855.

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, Brad Slagle, Ken Robbins, MaryAnne Shannon, Barry Walter, and David Rutledge.

Excused Absence: Shawn Turner and Leon Bauer

Michigan Veteran Homes (MVH) Executive Leadership Team: Anne Zerbe, Beth Simonton-Kramer, Ryan Engle, Chris Lajoie, AAG Jason Geissler, Lynne Myszak, Tiffany Carr, Jodi Visser, Melissa Velie, Niki Wheeler, Ron Oja

Virtual Guests: Jennifer Manning, Linda Smith, Laura Birchmeier, Steffany Muirhead, Erica Bobrowski, Rachelle Breeden, Mark Wolf, Carly MacDonald, Michelle Diffin, Beth Gonzales, Sara Brys, Michale Kroll, Michael Cnossen, Ashley Rawlings, Sean Depuydt.

3. Adoption of Agenda

Slagle, seconded by Shannon, motioned to accept the meeting agenda dated July 23, 2024, as presented. The motion passed 6-0.

4. Public Comment

A member's wife requested to ride in the van to go with her husband for his appointment for his new wheelchair. He cannot speak for himself, and she is his Durable Power of Attorney (DPOA).

5. Approval of Proposed Minutes

Robbins, seconded by Slagle, motioned to adopt the minutes from the May 21, 2024, meeting. The motion passed 6-0.

6. Executive Director's Report

• Anne Zerbe, CEO/ED

- Zerbe provided an update on the replacement facility for Michigan Veteran Homes D.J. Jacobetti. Discussion on pivoting to the new location in Marquette Township. Executed purchase agreement for the site. Discussion of relocation of Venture Drive with final stages of submitting the petition to the road commission.
- VA grant not released for FY24 funding. Engineers have developed the plan for compliance. Anticipating release of information in August, and we will request a conditional grant from the VA. This gives us 180 days to submit final design, bids, final budget documents, and reasonable insurance of title. Anticipating breaking ground next spring with a 24–36-month construction period.
- Discussion of title issues with the township. The county owns Venture Drive, and we need to relocate the road to build. The township supports the move. We will submit our petition soon and will be on the agenda for August. We should know by September 2024. This remains a contingency of the purchase of the property.
- Legislative reporting- The OAG has preliminarily identified areas we need to improve with our legislative reporting. This will be included in our strategic planning, performance reporting, and other data to report. The field work has been done by the auditors and currently working on their analysis.
- Engle reported on board appointments. We have one remaining vacancy. Speaker of the House has submitted names for consideration to the Appointment's Office of the Governor.

Update on MVH at Chesterfield Township – Jennifer Manning, Administrator

- Awaiting VA survey.
- CMS survey recently completed with no issues.

Update on MVH DJJacobetti – Ron Oja, Administrator

- VA Survey plan of correction continues. Continuing to await the VA sharing agreement for mental health care.
- CMS staffing mandate: all three of the homes meet the requirements.
- Facility Assessments: New requirements involve providing staffing information and must be reviewed with leadership and the Board. This impacts all three homes and will be reviewed annually or as needed.
- Discussion of retention and incentives for retaining staff and the challenges involved with bargaining and state employment.

Update on MVH at Grand Rapids – Carly MacDonald, Administrator

- Census is currently 120, with 4 deaths in the last few weeks.

- Discussion regarding private nursing homes wage incentives that we are not able to provide. The State's HR and Civil Service representatives are involved, as are the employee unions. The Board will consider writing a letter in support.
 - Grand Rapids is in substantial compliance for CMS. Our VA survey is closed, and we received our full certification on June 6, 2024. Pharmacy sharing agreement is completed. No outstanding facility reported incidents.
 - MVH at Grand Rapids is celebrating its 3-year anniversary on July 25, 2024.
- Zerbe praised all three homes on their accomplishments and achieving a five-star rating.

7. Update of Operations - Operations Analyst Chris LaJoie reported on behalf of Steve Rolston, Chief Operations Officer

- All three homes are ranked in the top 6% in Michigan – in the top 26 of 424 homes.
 - Currently undergoing another payroll-based journaling audit in Grand Rapids. Chesterfield PPD is at 7.78, Grand Rapids is 6.91, and Jacobetti at 4.75 average.
 - Open positions at Chesterfield to hire contingent (non-career position) nurses to fill gaps. There are many nursing vacancies at each of the homes.
 - NASVH is August 12th. Five members of the central leadership team will be attending.
 - Mock survey dates for the Homes are September for Grand Rapids, January for Chesterfield, and Jacobetti is to be determined.
 - Townhalls have been completed in Chesterfield and Grand Rapids, and Jacobetti will have theirs tomorrow and Thursday.
- Zerbe recognized Niki Wheeler for conducting Mock Surveys that provide an opportunity to have staff visit other homes to gain experience in the survey process.
 - Ombudsman Report
The Ombudsman Report is attached to the Board Packet. The Legislative Ombudsman position is still open/vacant. Michelle Diffin is currently addressing any issues that arise.

8. Executive Committee

- **David Henry**
 - Office of Auditor General (OAG) is doing an internal audit. Three board members (Rutledge, Shannon, and Henry) have been interviewed. The questions focused on the board, interaction with central office, and oversight.
 - Henry acknowledged Ryan Engle for his work to fill board membership positions.

9. Budget and Finance

- **Ken Robbins**
 - FY24 - \$8.1 million deficit.
 - Recognize the donation of the land in the new home construction.

- Charitable Support Fund slight increase of \$25,000.
- FY25 - \$11.1 million increase in baseline funding.
- New DMVA CFO is Rachelle Breeden.

10. Quality and Compliance

- **MaryAnne Shannon**

- Presently developing a committee description for this new “Clinical Quality and Compliance” subcommittee.
- Subcommittee to meet on Teams every other month (second meeting will be in August).
- Presently developing a report form template that addresses clinical quality and compliance at each facility (looking at both present numbers and trends over time).
- Discussion of additional interest areas to include at the next committee meeting may include physician care provided in the homes, behavioral health, pharmacy issues, sentinel events, med errors, falls, skin issues, infection rates, etc.

11. Advocacy and Outreach

- **Barry Walter**

- New committee name is Administrative Operations.
- Description: Governmental advocacy and outreach, community relations and outreach, fund development. Bi-laws review moves to Executive Committee.
- Discussion about obtaining 501C3 status and using donations towards capital improvements. This committee will work on the development of the foundation.
- Legislative meet and greet is slated for January 2025.
- Promotional videos are nearing completion.

12. New Business

- **CEO Evaluation**

- Discussion of the revised CEO Evaluation process. The revised policy will be discussed in Executive Committee and brought to the Board at the next meeting.
- Annual process with alternating levels of evaluation:
 - Every other year, or as requested: full evaluation with staff feedback, board feedback, CEO’s feedback, development of performance goals. Results in a written report to the Governor.
 - Alternative years—abbreviated evaluation consisting of a conversation between the Executive Committee and the CEO to hear achievements and goals. Results in a written Executive Committee report.
- This year, 2024, will be the alternative, abbreviated evaluation.

13. Public Comment

- Request to have a louder volume setting for the members, audience, and on-line participants.

14. Board Comment

- Walters stated he is very appreciative for the opportunity to serve and visit Marquette. Thanks everyone for all they do.
- Slagle stated it was great to come to Marquette and for Board Members to see what we have here. It's important to see the veterans in the home. Thanks for the long travel here.
- Robbins agreed with both the board members' comments and recognized Anne for all the good work.
- Shannon stated she is always happy to have our meetings in the facilities where our veterans live. Thanks to those of you who travelled north to visit our Jacobetti facility for this month's meeting.
- Turner regretted that he could not be there today but stated that we have an amazing story to tell. He is looking forward to helping to craft our narrative that highlights the great, positive work that we are doing. We can raise money by telling our story well, and he is certain that there are a lot of organizations and people out there who are going to support us. He is excited to be a part of this story.
- Rutledge stated that after travelling to this board meeting in Marquette, he has a better appreciation for those members who live in the north and drive to Lansing for most meetings. It has been a delight to meet Ron and his team members and to talk to staff. Kudos to the staff and the facility for taking care of those that you are supposed to take care of. Thank you to Anne and team for getting this new building built and for the people that it serves and the community that it serves. Thank you to Ryan for his work on the Governor's resolution for Veteran Home Week. And thank you, Mr. Chair, for all you do.
- Henry asked the board to consider meeting at MVH at Chesterfield Township for the next meeting. That way we will have gone to each of the facilities this year. The NASVH Conference in Washington is February 10-13, 2025. If you have not been as a board member, consider going and let staff know if you are interested.
- Ryan Engle stated there is a community meet and greet at the Ore Dock . Great opportunity to meet with the community. New construction updates will be shown. Direct inquiries from the community to Ryan or Anne for any further information.

15. Adjournment

Walter, seconded by Rutledge, moved to adjourn. Motion passed 6-0.

At 11:56 am the meeting was adjourned.

MaryAnne Shannon,
MVFA Board Secretary