



## MICHIGAN VETERAN HOMES BOARD OF DIRECTORS MEETING

January 19, 2021

10:00 a.m.

### APPROVED MINUTES

A meeting of the Michigan Veteran Homes (MVH) Board of Directors was called to order at 10:00 a.m. by Chair David Henry; the meeting was conducted via Microsoft Teams. This joint boards meeting was conducted in conjunction with the MVH Board of Managers meeting.

#### 1. Pledge of Allegiance

Chair Henry recognized Zaneta Adams due to the loss of her father and extended his deepest sympathies.

#### 2. Attendance Roll Call

Chair David Henry called for a roll call of members present.

The following MVH Board of Directors were present: Zaneta Adams (Muskegon, MI); Henry Boutros present at 10:07 a.m. (Naples, FL); David Henry (Muskegon, MI); Mary Naber (Southfield, MI); Ken Robbins (Manistee, MI); David Rutledge (Belleville, MI); MaryAnne Shannon (Sault Ste. Marie, MI); Brad Slagle (East Lansing, MI); Larry Yachcik (Freemont, MI)

MVH Board of Managers: James Ausdemore, Deborah Chambers, Robert Johnson, Harold Mast, Shane Preston

MVH Executive Leadership Team: Anne Zerbe, Steve Rolston, Fred Schaible, Tracey Nelson, Ron Oja, Jennifer Manning, Melissa Velie, Niki Wheeler, Mike Hassan, and Patty Altimore

Guests: Laura Birchmeier, Erica Bobrowski, Tiffany Carr, Corey Doan, Sean Depuydt, Cary Lincoln, Courtney Tweedale, Assistant Attorney General Katie Waskiewicz, et al.

#### 3. Adoption of Agenda

*Naber, seconded by Adams, motioned to accept the meeting agenda dated January 19, 2021 as presented. The motion passed 8-0.*

#### 4. Public Comment

None

#### 5. Approval of Proposed Minutes

*Slagle, seconded by Yachcik, motioned to accept the proposed meeting minutes dated December 15, 2020 as presented. The motion passed 8-0.*

#### 6. Executive Director Report–

Anne Zerbe provided a briefing of the current vaccination efforts in the Homes. The initial vaccination clinic was conducted at both Homes on January 6, 2021. The National Guard supported the initiative at the Grand Rapids Home for Veterans (GRHV), and CVS was contracted through the DJ Jacobetti Home for Veterans (DJJHV).

GRHV: 88% of eligible members were vaccinated.  
60% of staff were vaccinated.

DJJHV: 90% of eligible members were vaccinated.  
70% of staff were vaccinated.

The second vaccination clinic is scheduled for February 3, 2021 at both Homes. Staff who missed the first clinic will have an opportunity to receive the vaccine during the second clinic.

Ms. Zerbe emphasized that the vaccination numbers are quite good considering the national statistics, and she is quite pleased with the high numbers in the member population. The Leadership Team has been proactive in vaccine education including staff seminars conducted by DJJHV Pharmacist Brad Harvala.

The Homes are continuing with daily Point of Care testing, according to Ms. Zerbe, but may decrease the frequency of this testing due to the lower community COVID rates.

Lastly, Ms. Zerbe reported that the initiative to continue COVID policy development is moving forward.

Fred Schaible provided an update on the transition of governance for the Homes. Senate Bills 1109 and 1110 were signed by the Governor and go into effect March 24, 2021. The Leadership Team is preparing policies to be reviewed by the MVH Governance and Policy Development Committee to ensure a smooth transition at the March board meeting. Mr. Schaible has received notification from all Board of Managers that they are interested in serving on the Appeals Board of the Michigan Veterans Facility Authority (MVFA).

Administrator Jennifer Manning presented an overview of the Chesterfield Home operations status. Topics addressed included the opening timeframe, recruiting efforts,

signage for career opportunities, security efforts, IT assignments, and the arrival of equipment and furnishings.

## 6. MVH Committee Updates

**Executive Committee** – Chair Henry stated that the committee will meet two weeks before board meetings and will primarily work on the development of an agenda for the upcoming board meeting.

**Budget and Financial Oversight Committee** – Chair Slagle reported that committee members met on January 6, 2021 and reviewed the budget reports for the closeout of FY'20. He noted that Jackie Huhn and her team did an excellent job closing out the fiscal year and preparing the applicable reports. Chair Slagle met with Jackie Huhn and Anne Zerbe to discuss the format of future operating reports and to determine the content for committee and board reports.

**Facility and Capital Improvement Committee** – Chair Boutros reported that committee members met on January 6, 2021. The highlight of the meeting was Mike Hassan's general overview of "lessons learned" from a process and design perspective for the Grand Rapids and Chesterfield Homes. Notes of improvement include allocating a greater space for warehousing, adding a communications and mechanical room, and decreasing the kitchen size. The committee also discussed the challenges for building future Homes sites, especially in the Wayne County area. Mike Hassan provided a construction update summarizing that the Chesterfield Home is 95-98% complete, while the Grand Rapids Home progress is approximately three months behind the Chesterfield Home.

**Outreach and Fund Development Committee** – Chair Yachcik stated that the committee is currently exploring two areas: the use of funding for the new Homes and exploring options for low-income housing for veterans and their families. Mr. Yachcik stressed the importance of low-income housing and both initiatives could run in parallel. He will chart a pathway and work in conjunction with the Facility and Capital Improvement Committee.

Melissa Wall, from Transform Consulting Group, provided an overview of the Michigan Veteran Homes Capital Campaign Feasibility Study.

**Governance and Policy Development Committee** – Chair Rutledge reported that the committee met on January 12, 2021. The committee will meet in mid-February to review the Board of Managers' policies and discuss the transference of policies to the MVFA. Future policy development includes the areas of fundraising, an Appeals Board, a board evaluation, and an annual review of Executive Director Anne Zerbe's compensation

Mr. Rutledge addressed the potential use of the ancillary buildings on the GRHV campus. He noted the possibility of utilizing community partners which may ultimately generate a revenue stream. Chair Rutledge requested that Anne Zerbe gather any previous studies that work groups have conducted which address veteran housing. Mike Hassan will

conduct a facilities assessment of the ancillary buildings and explore retrofit options for use.

Fred Schaible posed a suggestion that the committees should meet during the months between the board meetings. This schedule will allow MVH staff to prepare for the meetings while providing board members sufficient time to review the board packet prior to the meeting.

## **7. Old Business**

Chair Henry asked for an update on the development of the MVH website. Anne Zerbe stated that she has received a draft link of the website and she is in the process of reviewing it. She anticipates making some tweaks and the website's launch should be within a few weeks.

## **8. New Business**

None

## **9. Public Comment**

James Ausdemore noted the passing of previous Board of Managers member, Ernie Meyers.

## **10. Board of Directors Comments**

Zaneta Adams – thanked those who reached out to her after the passing of her father; she appreciates the love and support that she has received. She would like to see the MVAA's Buddy to Buddy Mentorship Program work in conjunction with the Homes; she will speak to Anne Zerbe and Fred Schaible regarding the partnership. Lastly, Ms. Adams presented details regarding upcoming VA COVID vaccine informational sessions.

Brad Slagle – expressed condolences to Zaneta Adams for the passing of her father. He also stated that Ernie Meyers was an avid supporter of both Homes and he will be missed. He concluded by saying that It was good to see everyone and he looks forward to working together in the future.

Larry Yachcik – thanked everyone for the opportunity to work on the board. He mentioned that his board term expires in April and he plans to request re-appointment. Mr. Yachcik thanked everyone again and plans to continue going forward with the board.

Ken Robbins – reiterated his appreciation for Anne Zerbe's leadership during the pandemic considering everything else going on such as opening new Homes. Mr. Robbins thanked committee chairs and believes the committee structure is really working well; he appreciates everyone's efforts. In reference to the Finance Committee, Mr. Robbins believes that Brad Slagle is a terrific leader who is very knowledgeable.

MaryAnne Shannon – looks forward to these meetings every month and the work achieved in the veteran communities, especially during the pandemic. Ms. Shannon is proud of the efforts and work accomplished together as the Chesterfield opening draws near. She concluded that she is looking forward to the new projects ahead.

Mary Naber – thanked the committee chairs who are doing an excellent job. She also extended gratitude to Anne Zerbe and her team for the way they implemented different policies and practices to handle the many challenges that COVID has presented to the vulnerable population and staff. She concluded by expressing continued thanks and she is looking forward to the new year ahead with vaccinations and renewed hope.

David Rutledge – Thanked Chair Henry for the opportunity but opted to pass.

Chair Henry – expressed his deepest condolences to Zaneta Adams on behalf of both boards for the loss of her father. Chair Henry extended appreciation to the MVAA for the support of veterans via posts on Facebook, stating that it is nice to see that the State of Michigan supports its veterans. Chair Henry thanked to the entire board, stating that they have been champions for the past four years and this progress takes a team effort.

Mary Naber – thanked Chair Henry for his leadership on the board. She added that the transition to his position went very smoothly and he has kept everything on track.

Tracey Nelson – expressed gratitude to Mike Hassan who graciously provided Ernie Meyers with a tour of the new Grand Rapids Home prior to his passing. She added that Mr. Meyers was absolutely delighted with progress and changes in the new facility.

## **11. Adjournment**

*Slagle, seconded by Naber, motioned to adjourn the meeting. The motion passed 8-0.*  
The meeting was adjourned at 11:44 a.m.



Bradford Slagle,  
MVFA Board Secretary