

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

February 19, 2019

10:00 a.m.

APPROVED MINUTES

A meeting of the Michigan Veterans Facility Authority (MVFA) Board of Directors was called to order at 10:00 a.m. by Chair David Henry. The meeting was held at the Michigan Veterans Affairs Agency (MVAA) Headquarters – 222 N. Washington Ave., Lansing, MI 48933.

1. Pledge of Allegiance

2. Attendance Roll Call

Chair David Henry called for a roll call of members present. The following were present: David Henry, Spencer Hoover, MaryAnne Shannon (via telephone), John Thorhauer, Larry Yachcik, and Anne Zerbe.

The following members were excused: Mary Naber, David Rutledge and A. Rocky Raczkowski.

3. Approval of Minutes

Hoover, seconded by Zerbe, motioned to accept the meeting minutes dated January 15, 2019 as presented. The motion passed 5-0.

4. Public Comment

Kellie Cody Jr., State Veterans Facility Ombudsman, introduced a D.J. Jacobetti Home for Veterans (DJJHV) member via telephone, Retired Colonel Richard Irish. Colonel Irish urged the board to keep the smoking policies in place for the new and existing veterans homes.

5. Housekeeping; Health System, Metrics/Dashboard Development/Review, Board Appointments, Smoking Policy – New Campuses, Branding Timeline

Steve Rolston provided an overview of the Health System to include the CMS status at DJJHV; physical plan projects; a recent DJJHV tour by Governor Whitmer, Lieutenant Governor Gilchrist and MG Rogers; Grand Rapids Home for Veterans (GRHV) preparation for partial demolition; town halls for members, staff and the

general public; National Association of State Veterans Homes (NASVH) Conference, and visits with Michigan legislators in Washington D.C.

Anne Zerbe suggested generating one metrics report for the MVFA board members; this report would be a streamlined version of the Accenture dashboard.

Fred Schaible noted that two board members have expiring terms in 2019; A. Rocky Raczkowski and David E. Rutledge. Mr. Schaible has communicated this issue with the governor's appointments office. Current members shall continue to serve until a new appointee has been named, if applicable.

There was a discussion amongst the board members regarding the smoking policy in the new homes. Steve Rolston will prepare and present a proposed policy at the next board meeting.

Thorhauer, seconded by Hoover, motioned for the board to seek ways to make reasonable accommodations within the veteran healthcare system for members to smoke with details to be defined and to include healthcare counseling and education. The motion passed 5-0.

Suzanne Thelen reported that Brogan & Partners will conduct 12 interviews within the next few weeks regarding MVFA branding. Board members should notify Anne Zerbe if interested in participating in the interview process. A separate survey tool will be available to others willing to participate. Michelle Brya will review the branding information for copyright infringement.

6. Executive Committee; MVFA Board/Board of Managers Governance Transition, Operational Transition Planning, Fundraising Committee

Anne Zerbe, Fred Schaible and Michelle Brya will work on the framework for the transition from the Board of Managers to the MVFA and present proposed transition plans to executive committee members from both boards within the next few weeks. Michelle Brya will assist with the transition of roles, outstanding issues, and MOU's.

Fred Schaible has been appointed the designated point person for determining the skill set for the MVFA CEO/Executive Director. Anne Zerbe will disseminate the job description of the former CEO to use as a basis for the job description. There was a consensus amongst the board members that the new position should be more focused on strategy and vision rather than operations. Board members may submit criteria directly to Anne Zerbe.

Anne Zerbe provided an overview of a proposed organizational structure. Chair Henry asked what the cost will be for the upper echelon of the structure. He also proposed filling five key positions to assist in determining the organizational structure and affiliated costs.

Steve Rolston indicated that GRHV Advisory Group has prepared recommendations for the future use of the campus which include: a foundation, supportive housing, behavioral health, monuments & memorials, and adult day healthcare. A copy of the executive summaries will be available on DirectorPoint.

Anne Zerbe will work with Spencer Hoover and John Thorhauer regarding the establishment and expectations of a Fundraising Committee and will present findings at the next board meeting.

Steve Potter provided a timeline for the RFP process for the fundraising campaign assessment contract, noting the bid process will close by February 25th.

7. Finance Committee; Legislative Budget Update

Ryan Doll shared that the Governor Whitmer will release the state budget within the next few weeks; therefore, data will not be released until that time.

8. Governance Committee; Joint Venture Policy and External Concerns Policy

John Thorhauer reviewed two new policies: Joint Venture and External Concerns.

Yachcik, seconded by Hoover, motioned to accept the Joint Venture Policy as presented. The motion passed 5-0.

While providing an overview of the External Concerns Policy, John Thorhauer suggested disseminating the business cards of Anne Zerbe and Steve Rolston to the public as informational sources regarding the veterans homes. Anne Zerbe suggested ordering generic business cards to provide sources of information for the public.

Spencer, seconded by Yachcik, motioned to accept the External Concerns Policy as presented. The motion passed 5-0.

9. Building & Facilities Committee; New Construction Update

Mike Hassan provided the board with a timeline regarding the bidding process for both new homes. He added that the GRHV abatement contract should be completed by the end of February. Mr. Hassan suggested the GRHV groundbreaking ceremony

should be scheduled for April. Lastly, he stated that the construction status is on track with the VA approved plan.

10. Board Comment

John Thorhauer thanked the board for acting on the smoking policy today. Larry Yachcik thanked the board members for their patience during his recent meeting absences. MaryAnne Shannon inquired as to the public relations initiatives in the communities of the new building sites.

11. Public Comment

Mark Sutton, Public Relations Director for the American Legion, offered to reiterate the message to legislators as noted by members of the Health System last week. He also encouraged a MOU with the Board of Managers so the board still has “voice representation of the VSO”.

12. Adjournment

Thorhauer, seconded by Hoover, motioned to adjourn at 1:00 pm. The motion passed 5-0.

The meeting was adjourned at 1:00 pm.



David Henry Jr.
MVFA Chair