



# MVH Joint Boards Meeting Agenda

January 19, 2021 at 10:00 a.m.

via Microsoft Teams

Agenda Item		Time	Info/Action	Presenter
1	<b>Pledge of Allegiance</b>	10:00 am	-	David Henry
2	<b>Board of Directors - Roll Call</b>	10:00 am	-	David Henry
3	<b>Board of Managers - Roll Call</b>	10:00 am	-	Robert Johnson
4	<b>Board of Directors - Adoption of Agenda</b>	10:00 am	Action-MVFA	David Henry
5	<b>Board of Managers - Adoption of Agenda</b>	10:00 am	Action-BOM	Robert Johnson
6	<b>Public Comment (limit to 3 minutes)</b>	10:05 am	-	David Henry
7	<b>Board of Directors - Approval of Proposed Minutes</b>	10:10 am	Action-MVFA	David Henry
8	<b>Board of Managers - Approval of Proposed Minutes</b>	10:10 am	Action-BOM	Robert Johnson
9	<b>Executive Director Report</b>	10:15 am	Information	Anne Zerbe
	i. COVID-19 Vaccination Efforts in the Homes		Information	Anne Zerbe
	ii. Transition of Governance Update		Information	Fred Schaible
	iii. Update on the MVH at Chesterfield Township		Information	Jennifer Manning
10	<b>Board of Directors - Committee Updates:</b>	11:00 am	-	David Henry
	i. Executive Committee		Information	David Henry
	ii. Budget and Financial Oversight Committee		Information	Brad Slagle
	iii. Facility and Capital Improvement Committee - Update on New Homes Construction by Mike Hassan		Information	Henry Boutros
	iv. Governance and Policy Development Committee		Information	David Rutledge
	v. Outreach and Fund Development Committee - Update by Fundraising Consultant, TCG		Information	Larry Yachcik
11	<b>Old Business:</b>	12:00 pm	-	David Henry
	None			
12	<b>New Business:</b>	12:00 pm	-	David Henry
	i. Clarification of Board Policy 16 (Member Assessments) and the Economic Impact (Stimulus) Payment		Action – BOM	Melissa Velie
13	<b>Public Comments (limit to 5 minutes)</b>	12:30 pm	-	David Henry
14	<b>Board of Directors - Comments</b>	12:45 pm	-	David Henry
15	<b>Board of Managers - Comments</b>	12:45 pm	-	Robert Johnson
16	<b>Adjournment</b>	1:00 pm	Action	David Henry

❖ NOTE: THIS MEETING HAS BEEN POSTED PURSUANT TO ACT 267 OF THE PUBLIC ACT OF 1976-THE OPEN MEETING ACT-ON THE BULLETIN BOARD IN THE CORRIDOR ADJACENT TO THE VOLUNTEER OFFICE, MAIN BUILDING, GRAND RAPIDS HOME FOR VETERANS. A NTOICE OF THIS MEETING WAS ALSO POSTED IN THE HALLWAY ADJACENT TO THE ADMINISTRATOR'S OFFICE OF THE D.J. JACOBETTI HOME FOR VETERANS IN MARQUETTE.



## MICHIGAN VETERAN HOMES BOARD OF DIRECTORS MEETING

December 15, 2020  
10:00 a.m.

### PROPOSED 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

#### 2. Attendance Roll Call – MVFA

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 (Naples, FL); David Henry (Muskegon, MI); Mary Naber (Grosse Pointe Park, MI); Ken Robbins (Manistee, MI); David Rutledge (Ypsilanti, MI); MaryAnne Shannon present at 10:10 a.m. (Sault Ste. Marie, MI); Brad Slagle (Marquette, MI); Larry Yachcik (Freemont, MI)

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

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

Guests: Christine Apostol, Laura Birchmeier, Corey Doan, Sean Depuydt, Cary Lincoln, Courtney Tweedale, Assistant Attorney General Katie Waskiewicz, et al.

#### 3. Adoption of Agenda - MVFA

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

#### 4. Public Comment

None

**5. Approval of Proposed Minutes – MVFA**

*Adams, seconded by Naber, motioned to accept the proposed meeting minutes dated November 17, 2020 as presented. The motion passed 8-0.*

**6. MVH Committee Updates – MVFA**

**Executive Committee** - Chair Henry indicated that committee members did not meet; thus, there is nothing to report to the board.

**Budget and Financial Oversight Committee** – Chair Slagle reported that committee members met on December 2, 2020 and reviewed the purpose and goals of the committee. The 2021 appropriation was addressed, noting that the Michigan Veteran Homes is now a “stand alone” in Sec. 104 of the FY2021 state appropriation with separate spending authorizations. Chair Slagle requested regular financial reports related to the budgets including expenditures, revenues, and year-end projections. The committee also addressed the need for the development of MVH board policies related to assessments/ per diem and donated funds.

**Facility and Capital Improvement Committee** – Chair Boutros stated that committee members did not meet; thus, there is nothing to report to the board.

Mike Hassan provided an overview of the new Homes construction. The MVH at Chesterfield Township is 93% complete, while the MVH at Grand Rapids is 77% complete.

**Governance and Policy Development Committee** – Chair Rutledge reported that committee members did not meet; thus, there is nothing to report to the board.

**Outreach and Fund Development Committee** – Chair Yachcik reported that the committee met on December 2, 2020 to discuss the next steps in developing a potential MVH capital campaign and possible future uses for the existing buildings on the Grand Rapids campus. The committee recommends the following:

A capital campaign for a new Home is not yet ready for action. The committee needs to grasp a better understanding of the actual operating budget for a new Home which will be available once the MVH at Chesterfield Township is open.

The future uses of the existing buildings on the MVH at Grand Rapids campus need to be addressed immediately. There is an ongoing need for behavioral health beds and an opportunity to combine with private partnerships.

Chair Yachcik concluded by stating that committee members need to prepare ideas for what is needed in both areas. Further, they should match these ideas to the recommendations presented by the Transform Consulting Group, the contracted fundraising consulting group. Chair Yachcik also agreed to meet with the MVH Facility and Capital Improvement Committee to address the future uses of the existing buildings.

## 7. Old Business

**COVID Mitigation Efforts** – Anne Zerbe provided an overview of the MVH COVID Mitigation Efforts. The primary goal of this initiative is to create transparency to members and stakeholders in the community regarding the inherent risk if no COVID controls are in place. Areas addressed include:

System-Wide Policy & Process Changes – initiatives implemented as part of mitigation efforts.

Identified Weaknesses & Process Improvement/Corrective Action Taken – process improvement efforts to identify areas where there may be weaknesses in internal processes.

Identified Threats – process improvement efforts help identify several external threats that have prompted further examination and contingency planning.

The mitigation efforts will continue to be updated as processes are improved. Specific differences between procedures in the Homes will be addressed in more detail; however, most differences are attributed to supplies and facility layout. The MVH has received an outpouring of additional support from the National Guard, Department of Military and Veterans Affairs, and the Michigan Department of Health and Human Services.

DJJHV Pharmacist Brad Harvala is offering a series of informational presentations to MVH staff which highlight the COVID-19 vaccine. During the presentation, the pros and cons of the vaccine will be explained to provide MVH staff with information to make an informed decision regarding their personal health.

**Transition of Governance Update** – Fred Schaible provided an update on [Senate Bill 1109 \(2020\)](#) and [Senate Bill 1110 \(2020\)](#). More information should be available the January 19, 2020 meeting.

## 8. New Business

**2021 MVH Board Meeting Dates** – Anne Zerbe provided a proposed schedule for the 2021 MVH Board of Directors meeting dates.

*Naber, seconded by Slagle, motioned to accept the board meeting dates for 2021 as presented. The motion passed 9-0.*

## 9. Public Comment

None

## 10. Board of Directors Comments

Zaneta Adams – inquired as to the type of snacks and food supplies that are acceptable for donating to the Grand Rapids Home for Veterans staff. She extended happy holidays to the board. Ms. Adams encouraged the MVH staff to keep doing a great job and that the board has their backing.

Brad Slagle – acknowledged the hard work regarding COVID mitigation efforts and construction in the new Homes. He added a thank you to all and Merry Christmas.

Ken Robbins – echoed the sentiments of Brad Slagle and expressed appreciation to all for their efforts. He also reiterated that he has faith in the MVH Leadership Team.

Larry Yachcik – expressed a thank you to all and is hopeful for a vaccine for the veterans. He added that the MVH staff is supported by the board.

MaryAnne Shannon – stated that she is anxious to sit at the table with the board again, and appreciates the hard work exhibited by MVH staff. She thanked everyone and extended good holiday wishes to all.

Mary Naber – dittoed everyone's comments and commended the MVH leadership on its efforts, noting that transparency is difficult to achieve when unable to meet in person. She extended a holiday blessing to all.

David Rutledge – stated that during these unprecedented times, it is imperative to reach out to touch those we serve. He encouraged the front-line workers to find down time to enhance mind, body, and soul. Mr. Rutledge stated that has a deep appreciation for the work and thank you to all.

Henry Boutros – wished happy holidays to all.

Chair Henry – expressed that the pandemic is no friend to anyone, and it creates pressure on systems and staff. He stressed the need for self-care and the importance of work/life balance. Chair Henry takes comfort in quality leadership and wants to acknowledge the work that is done. He summed up that we are in this together and staff is welcome to reach out to the board for advice or to just vent. Lastly, he wished everyone a Merry Christmas.

## 11. Adjournment

*Boutros, seconded by Naber, motioned to adjourn the meeting. The motion passed 9-0. The meeting was adjourned at 11:50 a.m.*

Bradford Slagle,  
MVFA Board Secretary



# Michigan Veteran Homes at Chesterfield Township Operation Status Update

## **Occupancy of Building:**

- MHV Takes Occupancy: January 2021
- Soft Opening: April 5, 2021

## **Recruitment:**

### Hired:

- Maintenance Director
- Director of Nursing
- Admissions Coordinator

## **Service Contracts:**

### Weekly meetings with Procurement:

- Established each service level of priority (procurement)
- Established each service that is available through state-wide contract; existing contract with MVH or the need for RFP.
- Procurement of Priority of Services: Level 1 (HIGH) services almost complete; Level 2 (MEDIUM) services will follow in development and establishing necessary contracts.

### Nutritional Services Contract: Completed

- Multiple meetings each week for development
- RFP is live as of September 24, 2020
- Pre-bid/Walk-thru October 16, 2020
- Anticipated Date of Service to begin late-January 2021
- JEC has received proposals from two bidders- Powerlink and Morrison

### Medical Director and Physician Services: In progress.

- RFP developed and posted November 25, 2020 until January 4, 2021
- Estimated contract date: March 1, 2021

### Pharmacy Set-Up: In progress

- Working with the GRHV and DJJHV Pharmacist to establish the new Pharmacy for Chesterfield
- Will need a PIC (Pharmacist in Charge) license to establish application
- Suggestions of the GRHV or DJJHV Pharmacist's licensure to be used until Chesterfield's Pharmacist is hired in early-February
- Will need to apply for NCPDP to bill for insurance.

- Will need next to establish a Pharmacy that provides next day delivery until a sharing agreement with VA is established
- The DJJHV and GRHV will order common meds to stock Chesterfield until an agreement in place
- Admissions will be reviewed carefully until an agreement and VA recognition are in place
- Currently recruiting for Pharmacist
- Currently scheduling a “Kick-off Meeting” with MVH leadership, DTMB IT, Administrator, DON, and Maintenance Director

#### Extension of State-Wide Contracts

- CENA Contract
  - Dual contracts will be used with Career Staff Unlimited and Maxim.
  - Received and reviewed proposals. The MVH had identified discrepancies with the rates, both hourly and billable; questions for vendor have been developed for clarification.
- Housekeeping/Laundry Contract: Hi-Tec Building Services
  - Line-by-line review of needs and frequencies.
  - Initial proposal has been received and reviewed; MVH and Hi-Tec identified discrepancies in staffing count, waiting adjustment of proposal to be received and review for approval.
- Grounds Contract
  - Proposal received and accepted.
  - 1x service has already been approved for snow removed due to weather in November.
  - Services to begin in January 2021.
- Therapy (PT/OT): Completed
  - Proposal received, reviewed, and approved.
- Rubbish Removal: Completed
  - Proposal received, reviewed, and approved.
- Security
  - Anticipate services to begin early-January 2021 when MVH takes occupancy.
- Weekly meetings with IT Development:
  - Establishing levels of priority of applications: Care, Financial and Medication Management defined as top priorities.
  - Design documents in development includes identifying additional purchasing needs.
  - Expanding (if applicable) licenses for existing software(s).

- Steering Committee for IT: Meet every 4 weeks to discuss accomplishments and status of network development.
  - WAN Fiber Cables in the process of being connected to Chesterfield.
  - WIFI access point testing and mounting scheduled for October 14, 2020.
  - Final review of telephone order: complete
  - Equipment will be ordered and installed to meet soft opening.
    - Beginning stages of coordination of transportation of 38 laptops from JFHQ to the facility.
  - Confirmation of network requirements is completed.

#### **IT Applications:**

- PCC- PointClickCare: January 2021
  - Firewall Testing
  - Integration of Financial, Clinical, Lab, Radiology, Onshift, and PBJ
  - Pharmacy (begin certifications)
- Maintmizer: final stage
  - Maintenance Operations to coincide with the Maintenance Director's date of hire.
  - Looking at the potential need to expand the licensure
  - Awaiting signature from SOM Finance to schedule training.
    - Communication between vendor and Home Maintenance Director has been established.
- Pyxis: Purchase Order in Sigma
  - Pending the establishment of a GL account to be set up for Chesterfield.
  - Awaiting Michigan Cyber Security review.

#### **Furnishing, Finishes and Equipment (FFE):**

- Finalize and awarded contract.
  - DO has been placed with Direct Supply
  - Deliveries to be coordinated for mid-February 2021.
- PO of 8 WOWs has been approved and order has been placed with anticipated delivery 30 days from order date.

#### **Certifications:**

Facility Mock Surveys projected to be completed by April 5, 2021 (Life Safety, VA and CMS)

- **VA Certification:**
  - VA Notification of Readiness anticipated on April 30, 2021
  - Requirement of 20% occupancy, 26 members (minimum)
  - Anticipate two households of 16 members each.
  - VA Recognition and Certification Survey anticipated May 31, 2021.
- **CMS Certification:**
  - CMS-855A application completed submitted for LTC. Certificate to participate in Medicare/Medicaid anticipated to be submitted by January 31, 2021.
  - Anticipated survey on June 14, 2021.



**PPE:**

- P.O.'s in development for deliveries of PPE to begin in December 2020 and continue monthly. Items include but not limited to:
  - Gowns
  - Shoes Covers
  - Shields
  - Face Masks
  - Bouffant Caps
  - Gloves
- 1000 N95s PO has been placed.
- Gown PO has been placed.



January 19, 2021

## MVH Budget & Financial Oversight Committee

### Report to Board of Directors -

The subcommittee held a meeting on 1/6/2021 with Member Robbins, Member Boutros, Chair Slagle, Anne Zerbe and Patty Altimore.

The committee reviewed the FY2020 Year-End financial reports for the Grand Rapids Home for Veterans and the D.J. Jacobetti Home for Veterans. Slagle and Zerbe spent considerable time reviewing the unique aspects of State Government accounting, year-end close out processes and the revenue streams unique to State Veterans Homes.

Report formatting was discussed and Slagle will work on a draft format of a summary report for submission to the Board at future meetings.

Detailed financial reports will be provided to the MVH Budget & Financial Oversight Committee on a monthly basis which will include Chesterfield Township Home, D.J. Jacobetti Home, Grand Rapids Home, Michigan Veteran Facility Authority, Michigan Veterans Homes Administration and the Veterans Cemetery (on the GRHV campus). Slagle requested that as much as possible, the Grand Rapids Home report separate costs/revenues associated with the new building from the legacy costs of the old buildings.

Zerbe gave a high-level overview of anticipated challenges with the FY 2021 appropriation and the challenges of communicating the complexities of the start-up costs of the new Veterans Homes, e.g., partial occupancy and related expenses will occur, but non-state revenue does not commence until CMS certification and VA recognition are accomplished.



To: MVFA Board of Directors  
From: MVFA Facility and Capital Improvement Committee  
Date: January 6, 2021  
Re: Committee Report

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**Meeting Minutes:**

Facility and Capital Improvement Committee Meeting

**Attendees:**

1. Anne Zerbe
2. Brad Slagle
3. Mike Hassan
4. Fred Schaible
5. Patty Altimore
6. Henry Boutros

**Minutes:**

1. At 11:00 AM, the meeting was opened. A review of minutes from October 5, 2020 was conducted and was followed by a brief discussion. The minutes were accepted as presented.
2. During the October meeting, the committee identified one of its roles as: Evaluate, prioritize, and communicate possible site locations for future MVH locations. Marquette, Detroit Metro Area, Flint and Saginaw were four possible areas identified.
  - a. During this meeting, discussion ensued over the challenges of building a Detroit based facility which included finding a suitable parcel and challenges of purchasing several smaller parcels from different ownership to create a large enough parcel. The committee discussed past considerations and failed actions taken to facilitate a Detroit based facility.
  - b. Brad Slagle reminded the committee of the challenges of securing finance/funding for two facilities at one time and recognizes that Marquette is a top priority.
  - c. Ann Zerbe has requested an evaluation of the costs, benefits, and challenges of remodeling the existing Jacobetti facility versus a complete replacement.
  - d. Zerbe will be making an inquiry into state owned land for future site considerations.

3. High level overview of lessons learned from Mike Hassan.
  - a. Hassan will be conducting a full review of lessons learned from a process and design perspective once Chesterfield and Grand Rapids facility are completed. The next design will allocate greater space for maintenance, warehousing, communication room, mechanical room and decreasing space/appliances for the kitchen. Other considerations for future build include negative pressure rooms, as well as isolation rooms and changing the process/flow/design for the laundry area.
4. The role of Facility and Capital Improvement committee's responsibility within the context of the legacy facilities was discussed. While this topic was not fully flushed out, there was general agreement of some type of continued involvement with these legacy facilities.
5. Boutros invited Hassan to all future meetings of this committee.
6. The meeting was adjourned at 11:50 AM.



# *New Home for Veterans*

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## **New Home For Veterans Construction Update**



**Mike Hassan  
19 January 2021  
Board Meeting**

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# Chesterfield Construction Update

**Contract Metrics:**

▪ Contract No.	DTMB Y-18243
▪ Contract Award Amount	\$65.501M
▪ COVID-19 Impact Change Order #4	\$137,477
▪ Change order multi changes	\$336,025
▪ Current Contract Amount	\$65.975M
▪ Award Date	26 April 2019
▪ Estimated Completion Date	Jan 2021
▪ Project Progress (As of 30 Nov 20)	93% <u>Compl</u> /93% <u>Schld</u>

- Manhours w/o LT incidents: **328,059** (as of 31 Oct 20)
- Veterans participation: **32** Vets & **1** major trade Contract
- 8 SBA Contracts: 6 SBA, 1 MOSB and 1 WOSB

- Issues & Challenges:**
- Work with procurement to award FFE contracts
  - Coordinate IT software and installation schedules
  - Coordinate with Comcast on contract and schedules
  - Pyxis machines and Packager procurement

- Way-Ahead:**
- FFE contract with Direct Supply awarded 16 Nov 2020. DO issued 7 Dec 2020. Reviewing furniture fabric for availability
  - Office Furniture Delivery Order placed with DBI Jan 2021
  - IT software approvals and procurement ongoing. IT Schedule established; soft opening Apr 2021, Grand opening Jul 2021.
  - Pyxis contract award 30 Nov 2020:: ~\$253K initial/\$8854 monthly support. Reviewing software solutions

Cost ● Schedule ● Quality ● Overall ●

VA Reimbursement Progress: \$40,669,883.14 or 88.12%

Payment No. 1 -- TP April 2019: \$1,801,557.40

Payment No. 2 -- June 2019: \$2,969,618.83

Payment No. 3 -- July 2019: \$1,317,026.38

Payment No. 4 -- August 2019: \$2,238,772.28

Payment No. 5 -- TP August 2019: \$111,763.65

Payment No. 6 -- September 2019: \$2,726,053.00

Payment No. 7 -- October 2019: \$3,246,222.84

Payment No. 8 -- November 2019: \$2,452,655.46

Payment No. 9 -- December 2019: \$1,916,392.30

Payment No. 10 -- January 2020: \$3,259,126.04

Payment No. 11 -- February 2020: \$2,906,677.90

Payment No. 12 -- March 2020: \$3,212,469.76

Payment No. 13 -- April 2020: \$527,589.24

Payment No. 14 -- May 2020: \$1,684,423.24

Payment No. 15 -- June 2020: \$1,989,472.00

Payment No. 16 -- July 2020: \$2,105,261.00

Payment No. 17 -- August 2020: \$2,424,236.48

Payment No. 18 -- September 2020: \$1,687,292.89

Payment No. 19 -- October 2020: \$2,094,272.45

- Primary Contacts:**
- MVH Dr. Mike Hassan, (517) 275-2761
  - DTMB Ms. Jan Miller, (517) 388-6406
  - TowerPinkster Mr. Rob Courter, (269) 720-9935
  - The Christman Company Ms. Nikki Kerchner, (517) 449-9492
  - IT PM Ms. Laura Birchmeier, (517) 241-7723



# Grand Rapids Construction Update

## Contract Metrics:

Contract No.	DTMB Y-18242
Contract Award Amount	\$53.4M
COVID-19 Impact Change Order #5	\$81,700
Current Contract Amount	\$53.5M
Award Date	26 April 2019
Estimated Completion Date	13 April 2021
Project Progress (As of 30 Nov 2020)	83% Compl/83% Schld

- Manhours w/o LT incidents: **278,551** (17 Nov 2020)
- Veterans on the Job: **17 Veterans** (as of Oct 2020)
- 4 SBA Contracts: 2 VOSB, 1 WOSB, 1 MOSB

## Issues & Challenges:

- Work with procurement to award FFE contracts
- Coordinate IT software and installation schedules
- Coordinate with Comcast on contract and schedules
- Pyxis machine procurement

## Way-Ahead:

- FFE contract with Direct Supply awarded 16 Nov 2020. DO issued 12 Jan 2021. Reviewing furniture fabric for availability
- Office Furniture Delivery Order placed with DBI 11 Jan 2021
- IT software approvals and procurement ongoing.
- Soft opening Jun 2021/Grand opening Sep 2021.
- Pyxis contract award: 30 Nov 2020: \$130,502 initial/\$472 monthly support. Reviewing software solution and options

Cost Schedule Quality Overall

VA Reimbursement Progress: \$29,180,215.41 or 71.29%

- Payment No. 1 – April 2019: \$1,738,006.81
- Payment No. 2 – June 2019: \$2,088,293.15
- Payment No. 3 – July 2019: \$1,009,490.52
- Payment No. 4 – August 2019: \$993,203.77
- Payment No. 5 – TP August 2019: \$88,452.90
- Payment No. 6 – September 2019: \$1,214,289.88
- Payment No. 7 – October 2019: \$1,750,155.42
- Payment No. 8 – November 2019: \$1,014,411.20
- Payment No. 9 – December 2019: \$1,385,262.35
- Payment No. 10 – January 2020: \$1,410,994.94
- Payment No. 11 – February 2020: \$2,234,257.56
- Payment No. 12 – March 2020: \$2,483,325.59
- Payment No. 13 – April 2020: \$465,148.68
- Payment No. 14 – May 2020: \$2,327,534.42
- Payment No. 15 – June 2020: \$2,199,516.57
- Payment No. 16 – July 2020: \$1,324,019.28
- Payment No. 17 – August 2020: \$2,222,906.22
- Payment No. 18 – September 2020: \$1,812,711.92
- Payment No. 19 – October 2020: \$1,418,234.23

## Primary Contacts:

- MVH Dr. Mike Hassan, (517) 275-2761
- DTMB Mr. Chris Kulhanek, (517-749-2610)
- TowerPinkster Mr. Rob Courter, (269) 720-9935
- The Christman Company Mr. Mike Tarwater, (616) 799-5959
- IT PM Ms. Laura Birchmeier, (517) 241-7723



# ***Significant New Construction Activities***

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## ***➤ Current Activities – Chesterfield***

- **Utilities transfer to State of Michigan/MVH effective January 2021.**
- **Builders risk policy to terminate 1/8/2021; SOM self insurer of facilities.**
- **Interim Certificate of Occupancy issued 18 Dec 2020 with few punch list items. Final Certificate to be issued in 28 Jan 2021.**
- **Laptops/monitors/docking stations delivered; IT infrastructure in progress.**
- **Beds/mattress delivery: 32 in January 2021 and remaining in February 2021.**
- **FFE deliveries scheduled in Feb/Mar 2021.**
- **Office furniture scheduled in Feb/Mar 2021.**

## ***➤ Current Activities – Grand Rapids***

- **North Neighborhood: Resident room shower/room flooring, ceiling grid ongoing.**
  - **South Neighborhood: Ongoing painting, bathroom shower/cabinet install.**
  - **West Neighborhood: Paint drywall ceiling, insulating pipes, ceiling grid ongoing.**
  - **East Neighborhood: Corridor flooring, fireplace tile, final paint, cleaning.**
  - **Community Center: Paint ongoing, electrical gear energized.**
  - **Site Work: Grading, topsoil, concrete sidewalks, & Wright St. paving completed, and McLeish vestibule almost complete.**
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## ➤ January 2021 Activities



MVH Sign Concierge CC Lobby – 1/11/2021



Salon @ CC Lobby – 1/11/2021



Bistro and Gift Shops – 1/11/2021



MVH Sign @ CC Entry – 1/11/2021

➤ **January 2021 Activities**



CC Main Lobby - 1/7/21



Neighborhood Nurse Station – 1/7/21



Neighborhood Dining/Kitchen – 1/7/21



Bathing Suite – 1/7/21



To: MVFA Board of Directors  
From: MVFA Governance and Policy Development Committee  
Date: January 12, 2021  
Re: Committee Report

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**Meeting Minutes:**

Governance and Policy Development Committee Meeting

**Attendees:**

1. David Rutledge (Chair)
2. MaryAnne Shannon
3. Zaneta Adams (excused absence)
4. Anne Zerbe
5. Fred Schaible
6. Patty Altimore

**Minutes:**

1. At 10:08 a.m., the meeting was called to order.
2. Chair Rutledge requested the home address of MVAA Director Zaneta Adams so he may send a card of condolence to her for the passing of her father.
3. Chair Rutledge's intent for the meeting was to establish committee goals to include:
  - Transfer the current Board of Managers policies to the MVFA due to the transition of governance in March 2021.
    - The committee will meet on March 9, 2021 to review the policies and prepare for the transition and adoption at the March MVH board meeting.
  - The future of the GRHV campus and ancillary buildings. Currently, the State Budget Office recommends shutting down the buildings. Retrofitting the current facility as a skilled nursing facility is not a viable option due to the revenue required to adhere to CMS requirements.
    - Mike Hassan will conduct a facility assessment of the buildings to determine the required capital investment for future use.
    - Option - an Adult Day Care program within the building; the VA may match construction costs.
    - Connect with community partners for facility use to generate revenue.
    - Conduct local art exhibitions.
    - Commercial kitchen use to generate revenue.

- Bowling lanes use to generate revenue.
- Future Policy Development:
  - Adoption of the current Board of Managers policies at the March board meeting.
  - Fundraising policy
  - Appeals Board policy
- Evaluation system for the MVFA board in the summer of 2021. The board is still in infancy and there needs to be consistency within the board to move forward.
  - The terms of four board members will expire in April 2021. Once the members have been appointed, the board will hold an election for the Executive Committee, per the MVFA bylaws.
  - Once the board composition is complete, the evaluation system should convene.

4. Next Meeting:

February 9, 2021 at 10:00 a.m. via Microsoft Teams

The meeting was adjourned at 10:35 a.m.