



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

January 18, 2022

10:00 a.m.

APPROVED MINUTES

A meeting of the Michigan Veterans Facility Authority (MVFA) Board of Directors was called to order at 10:10 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: Zaneta Adams, Henry Boutros (via telephone), David Henry, Mary Naber, Ken Robbins, Brad Slagle, Larry Yachcik

Excused Absences: David Rutledge, MaryAnne Shannon

Michigan Veteran Homes (MVH) Executive Leadership Team: Anne Zerbe, Fred Schaible, Tiffany Carr, and Patty Altimore

Guests: Erica Bobrowski, Sean Depuydt, 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, Niki Wheeler, Mark Wolf, et al.

3. Adoption of Agenda

Yachcik, seconded by Naber, motioned to accept the meeting agenda dated January 18, 2022, as presented. The motion passed 6-0.

4. Public Comment

None

5. Approval of Proposed Minutes

Adams, seconded by Robbins, motioned to accept the proposed meeting minutes dated November 16, 2021, as presented. The motion passed 6-0.

6. Executive Director's Report

Anne Zerbe presented the Executive Director's Report:

- **CMS Mandates for the COVID-19 Vaccine and the Implications for Staff**

The MVH Leadership Team is currently working through the discipline aspect of the mandate, determining what needs to be in place right now, and answering questions from staff. The team is also working with Civil Service to determine possible accommodations while utilizing best practices.
- **MVH at Grand Rapids Recognition Survey**

The second recognition survey was noted as a "fail" due to a few minor citations; zero citations must be noted on the survey to receive recognition status. Anne Zerbe filed an appeal with the U.S. Department of Veterans Affairs Undersecretary, putting together a very strong package; this document will be uploaded to DirectorPoint for board review.
- **COVID-19 Units in the Homes**

In the homes, there appears to be low transmission from staff to members; the vast majority of COVID cases are being transmitted from family members and visitors to the members. The homes have opened their COVID units but there are no cases of significant illness. Although the COVID boosters appear to keep members from experiencing severe illness, the transmission is still prevalent.
- **Administrator Carly MacDonald – MVH at Grand Rapids**
 - All staff are currently undergoing the fingerprinting process, per CMS regulations.
 - Leadership is working on steps for the enforcement of the COVID vaccine mandate.
 - Visitation with the new CMS guidance tends to be confusing to members and visitors; leadership is educating members, family, and staff.
 - The VA survey of the old facility was conducted, and leadership is currently working on a corrective action plan.
 - Leadership is currently awaiting the next recognition survey for the new building.
- **Administrator Jennifer Manning – MVH at Chesterfield Township**
 - Leadership is struggling with nurse staffing shortages and is utilizing a staffing agency. Recruiting efforts continue, but staffing agencies fulfill the nurse shortages in the interim.
 - There are 52 potential members on the waitlist; however, staffing shortages dictate a delay in new admissions.
 - In February, 7 new members will move into the memory care unit; that unit will then be at capacity.
 - In February, 4 new members will move into skilled nursing.

- Current staff are filling vacancies in the interim due to staff shortages.
- MVH Leadership is reviewing nurse salaries statewide for comparison.
- Current census – 46 members.

A discussion ensued regarding the recruitment of nurses for the homes. Military internship programs, flexibility, competitive pay, bonuses, benefit packages, and civil service rules were discussed to address the current workforce challenges in the homes.

- **Administrator Ron Oja – MVH at D.J. Jacobetti**
 - COVID is spreading much more rapidly than previously noted.
 - Tools and antibody treatments are onsite and ready to use if an exposure occurs. When the antibody treatments are administered immediately, amazing results have transpired.
 - The home has incorporated flexibility in staffing, utilizing a hybrid schedule with a mix of 8-hour and 12-hour shifts; this scheduling has helped in recruitment efforts.
- Chair Henry asked about the status of the new MVH Chief of Staff position. Anne Zerbe stated that she has submitted a recommendation to Civil Service and an offer of employment may occur this week.

7. MVH Committee Updates

Executive Committee

- The Michigan Disabled American Veterans (MIDAV) submitted a written recommendation to the committee for Lolita Tucker to serve on the MVFA Appeals Board, representing the MIDAV. The committee recommended appointing Ms. Tucker to its Appeals Board since Ms. Tucker meets the qualifications as set forth by the legislation.

Henry, seconded by Adams, motioned to accept the Executive Committee's recommendation, as presented.

A discussion ensued following the motion, with Zaneta Adams stating that she believes Ms. Tucker would be a great candidate for the vacancy on the MVFA Appeals Board.

The motion was passed by a roll call vote of 6-0, with Adams, Henry, Naber, Robbins, Slagle, and Yachcik in favor.

- Ms. Tucker will be sent a letter regarding her appointment to the MVFA Appeals Board.

- The incoming MVH Chief of Staff will provide the MVFA Appeals Board members with training and the resources necessary to succeed in their work. The Chief of Staff will also propose a revision to the MVFA Bylaws to include the duties and responsibilities of the MVFA Appeals Board.

Budget and Financial Oversight Committee

- Chair Slagle stated that the committee met to review the FY 2021, 2022, and 2023 budgets.
- For FY 2021, there was an addition of a \$2.3 million expenditure titled “Compensated Absence Liability” which is accrued liability for annual and sick leave payouts for qualified MVH staff upon departure. This expenditure is expected to fluctuate annually, with the initial baseline expenditure in FY 2021.
- For FY 2022, additional funding will be needed for salary range increases for nursing staff for recruitment and retention.
- Chair Slagle will disseminate a FY 2021 budget summary document to board members when it is finalized.

Facility and Capital Improvement Committee

- Chair Boutros stated that the committee met regarding a Marquette replacement facility and the availability of various site locations; no formal recommendations were made at that time.
- The demolition of the MVH at Grand Rapids Donation Center should occur sometime within this next fiscal year.
- The committee will meet again on February 2, 2022, to review the priority for building replacement facilities.
- Construction Manager Mike Hassan provided an overview of the current construction activities and budget issues for the two new buildings.
 - The Ohio and Illinois state veteran homes leadership will tour the MVH at Chesterfield Township on January 19, 2022.
 - The MVH at Chesterfield Township received a first-place award in design for the 2021 Senior Housing News Architecture and Design.

Governance and Policy Development Committee

- Zaneta Adams presented for the committee in lieu of Chair Rutledge. She reported that the committee met a few weeks ago regarding the MVH Executive Director/CEO Evaluation Process draft policy; she subsequently met with AAG Jason Geissler regarding the policy.

Adams, seconded by Slagle, motioned to accept MVFA-GEN Policy # 015 as presented.

During discussion, revisions were recommended to the draft policy.

Adams motioned to amend her previous motion, seconded by Slagle, to include the recommended revisions:

- (Scope, paragraph 5) ...will be provided to the Department of Military and Veterans Affairs Director upon adoption by the board.
- (Guidelines, 1.) AAG Jason Geissler to provide MCL reference.
- (Guidelines, 2.) No later than December 1st of each year, the board will request a self-appraisal...
- (Guidelines, 4.) By the end of the first quarter of each calendar year, the board will...
- Adoption of the policy as amended with an effective date of May 1, 2022.

The amended motion was passed by a roll call vote of 6-0, with Adams, Henry, Naber, Robbins, Slagle, and Yachcik in favor.

- In addition, Chair Henry appointed MaryAnne Shannon as chair for the Executive Director Evaluation Committee (EC); Larry Yachcik and David Rutledge will serve on the EC as well.
- Fred Schaible will share the approved policy with Major General Paul Rogers along with the link for the evaluation form.

Outreach and Fund Development Committee

- Chair Yachcik stated that the committee met and is currently in a holding pattern for any major initiatives in relation to home development.
- Tiffany Carr will become certified in the fund development realm while completing an 18–24-month certification program.
- In the near future, the committee will present an action item to the board regarding branding development for the homes. Contracted professionals shall assist in developing a branding identity statewide which will then lead to campaign recognition.
- Community Engagement Coordinator Tiffany Carr reported:
 - Last quarter cash donations were significant in all three homes
 - MVH at Grand Rapids – \$126,000
 - MVH at DJ Jacobetti - \$58,782
 - MVH at Chesterfield Township - just under \$5,000

- MVHGR's Hebe Fountain project has received \$63,860 of its \$120,000 goal
- MVHGR's Flagpole project has received \$22,800 of its \$29,000 goal

8. New Business

None

9. Public Comment

None

10. Board Comments

Ken Robbins – thanked Anne Zerbe and her team.

Zaneta Adams – informed the board that the Michigan Veterans Affairs Agency is under consideration to host the National Association of State Directors of Veterans Affairs Conference in 2023. If selected, this recognition will provide a significant opportunity for the Michigan Veteran Homes as well.

Mary Naber – expressed kudos to the team.

Larry Yachcik – shared happy new year wishes, and he is happy to be working with this group.

Brad Slagle – for the board's awareness, a group of veterans in the upper peninsula have been advocating for a veteran's cemetery to be built in the upper peninsula; the group has been pressing this initiative for several years.

David Henry – no comment

11. Adjournment

Yachcik, seconded by Adams, motioned to adjourn the meeting. The motion passed 6-0. The meeting was adjourned at 12:11 p.m.



Bradford Slagle,
MVFA Board Secretary