



# MVFA Board Meeting Agenda

August 22, 2023, at 10:00 a.m.

DTMB State Facilities Administration, Conference Room 7  
3111 W. St. Joseph Highway, Lansing, MI 48917

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Agenda Item		Time	Action	Presenter
1.	Pledge of Allegiance	10:00 am	-	MaryAnne Shannon
2.	Attendance Roll Call	10:00 am	-	MaryAnne Shannon
3.	Adoption of Agenda for August 22, 2023	10:00 am	Action	MaryAnne Shannon
4.	Public Comment (limit to 3 minutes)	10:05 am	-	MaryAnne Shannon
5.	Approval of Proposed Minutes from May 16, 2023	10:10 am	Action	MaryAnne Shannon
6.	<b>Executive Director's Report</b> 6.1 Update on the Replacement Facility for MVH D.J. Jacobetti 6.2 Update on Status of Board Appointments (3) 6.3 Update on NASVH Summer Conference 6.5 Update on the Operational Status of MVH by COO Steve Rolston 6.6 Update on the Operational Status of the MVH at Chesterfield Township by Administrator Jennifer Manning 6.7 Update on the Operational Status of the MVH D.J. Jacobetti by Administrator Ron Oja 6.8 Update on the Operational Status of the MVH at Grand Rapids by Administrator Carly MacDonald	10:15 am	-	Anne Zerbe
7.	<b>Committee Updates</b> 7.1 Executive Committee 7.1.1 Resignation of MVFA Vice-Chair Mary Naber and Vice-Chair Vacancy 7.1.2 Memo Regarding MVH D.J. Jacobetti Replacement Site 7.1.3 September 2023 Board Meeting 7.2 Budget and Financial Oversight Committee 7.2.1 Review of Proposed FY'24 Daily Rates 7.3 Governance and Advocacy Committee 7.3.1 Revision of MVFA By-Laws 7.4 Outreach and Fund Development Committee 7.4.1 <a href="#">Columbarium Capital Campaign Planning</a>	11:00 am	Info  Action Info  Info  Action  Info	MaryAnne Shannon           Brad Slagle  David Rutledge  Barry Walter
8.	<b>New Business</b> 8.1 Request for Burial of Cremains 8.2 Charitable Support Fund Reimbursement Request	12:00 pm	Action Action	Beth Simonton-Kramer Steve Rolston
9.	Public Comments (limit to 3 minutes)	12:15 pm	-	MaryAnne Shannon
10.	Board Comments	12:30 pm	-	MaryAnne Shannon
11.	Closed Session	12:45 pm	-	MaryAnne Shannon
12.	Adjournment	1:00 pm	Action	MaryAnne Shannon



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

May 16, 2023

10:00 a.m.

**PROPOSED 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 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 Henry called for a roll call of members present.

The following MVFA Board of Directors were present: David Henry, Adam Hollier (present at 10:20 a.m.), Ken Robbins, David Rutledge, MaryAnne Shannon, Brad Slagle, Barry Walter

Excused Absence: Mary Naber

Michigan Veteran Homes (MVH) Executive Leadership Team: Anne Zerbe, Steve Rolston, Beth Simonton-Kramer, Ryan Engle, Tiffany Carr, AAG Jason Geissler, AAG Lauren Fitzsimons, Patty Altimore

Virtual Guests: Erica Bobrowski, Sara Brys, Mike Hassan, Carly Lincoln, Carly MacDonald, Jennifer Manning, Ron Oja, Linda Smith, Courtney Tweedale, Melissa Velie, Mark Wolf, et al.

Chair Henry reported that Board Member Larry Yachcik is tendering his resignation from the board. Mr. Yachcik does not wish to continue his term as an official board member but opts to continue working with the Michigan Veteran Homes in an unofficial capacity. Secretary MaryAnne Shannon will send Mr. Yachcik a card, on behalf of the board, thanking him for his past and continuing service.

**3. Adoption of Agenda**

*Slagle, seconded by Shannon, motioned to accept the meeting agenda dated May 16, 2023, as presented. The motion passed 6-0.*

**4. Public Comment**

None

## 5. Approval of Proposed Minutes

*Walter, seconded by Slagle, motioned to adopt the minutes from the January 17, 2023, meeting. The motion passed 6-0.*

## 6. Executive Director's Report

- **Update on the Status of Board Appointments (2), Anne Zerbe, CEO/ED**
  - Anne Zerbe reported that she has submitted recommendations to the Governor's Appointments Office for the board member vacancies; she will revisit the status of the appointments next week. Ms. Zerbe has not yet received a letter of resignation from Larry Yachcik. Chair Henry will contact Mr. Yachcik asking him to submit a letter of resignation to the Governor's Appointments Office, copying the board secretary.
- **National Association of State Veterans Homes (NASVH) Summer Conference, Anne Zerbe, CEO/ED**
  - Anne Zerbe announced that she, Steve Rolston, and Beth Simonton-Kramer will attend the Summer NASVH Conference, slated for July 24–28, 2023, in Austin, Texas. This conference is not designed for home administrators nor board members; rather, the winter conference is an ideal forum for them to attend.
  - Brad Slagle shared his experience at the NASVH Winter Conference, conducted in February 2023. He emphasized that the MVH Leadership Team did a great job in representing Michigan. Ryan Engle organized a "Hill Day" where all Michigan legislators, except for one, were visited by representatives of the MVH Leadership Team and MVFA Board representatives.
  - MaryAnne Shannon also shared her experience of attending the NASVH Winter Conference, stating that it was a valuable experience both personally and professionally.
  - The next NASVH Winter Conference will be conducted February 4-8, 2024, in Arlington, Virginia. Board members are encouraged to attend the conference and notify Chair Henry accordingly.
- **Update on Replacement Facility for MVH D.J. Jacobetti, Anne Zerbe, CEO/ED**
  - Anne Zerbe stated that the VA's priority list for state veteran home construction grants has not been released for 2023. She expressed confidence that the Michigan Veteran Homes will not receive funding for 2023 since highly veteran-populated states such as California, Texas and Florida will receive priority. She is confident that the Michigan Veteran Homes will receive the funding for 2024, with the addition of \$10 million to the state construction budget. Work will continue with the MVH D.J. Jacobetti replacement facility and the 2024 funding does not change the construction timeline. Environmental work is currently underway, followed by site finalization, the August 1st submission of the 35% conceptual design, and with the completion of the design work to be submitted in December.

- **Introduction of MVFA Board Member Adam Hollier, Anne Zerbe, CEO/ED**
  - Anne Zerbe welcomed new Board Member Adam Hollier, who is serving on behalf of the DMVA Director. Mr. Hollier introduced himself as the Director of the Michigan Veteran Affairs Agency. He is a family man who is married and has two children. He served two terms in the Michigan Senate, representing the 2<sup>nd</sup> Senate district serving Wayne County. He currently serves as a captain paratrooper and team leader in the 412<sup>th</sup> Civil Affairs Battalion Airborne. He earned a bachelor's in industrial and labor relations from Cornell University, and a master's in urban planning from the University of Michigan. As a legislator, he was instrumental in supporting the funding for the MVH D.J. Jacobetti replacement facility and is advocating for a new veterans home in Detroit.
- **Update on MVH Operations, Steve Rolston – MVH COO**
  - Steve Rolston reported that essentially the COVID pandemic is over, and home staff and members are no longer required to wear masks.
  - Nursing home operations have reverted to normal operations in lieu of COVID response and new facility mode.
  - Mock surveys were recently conducted at MVH D.J. Jacobetti and MVH at Chesterfield Township.
  - There is a new inventory management system incorporated within the homes.
  - CNA contracts in Grand Rapids and Chesterfield will expire soon; therefore, he is currently looking at contract proposals.
  - MVH at Grand Rapids and MVH D.J. Jacobetti are 5-star facilities, and MVH at Chesterfield Township is expected to achieve a 5-star status by summer. He attributed this achievement to the excellent work by the staff at the homes, which is a testament to the administrators.
- **Update on MVH at Chesterfield Township – Jennifer Manning, Administrator**
  - A CMS annual survey was conducted in late-January which resulted in two areas of concern. The average citation rate in Macomb County is 10-13 citations per survey; therefore, she is very proud of her team and their work. In addition, the surveyors were complimentary of the staff and their work.
  - Work continues preparing for a VA survey which is expected in July.
  - The recent increase in nurse wages is beneficial for staff growth and subsequently a growth in census. There are only two registered nurse positions open at this time.
  - All neighborhoods of the home are now open and fully staffed; work continues to achieve a census of 128 members.
  - The staff is celebrating Nursing Home Week with various activities which build camaraderie and culture within the home.
  - A 5K Run, Walk & Roll was conducted at the home last week. The event was a great success and provided fundraising opportunities.
  - She looks forward to working with the community and building partnerships with schools and local businesses.

- **Update on MVH DJ Jacobetti – Ron Oja, Administrator**
  - An in-person VA survey was recently conducted at the home. The surveyors were very complimentary, noting that the members were happy. There were five citations noted; none for life safety, which is attributed to the maintenance staff. Citations were related to care planning, enteral feeding, special needs for tracheostomy care, medication errors, and the spread of infection. The last four areas are directly related to one nurse who is undergoing an evaluation to be sure she is appropriate in a caregiver role.
  - The home participated and received two grants related to infection control:
    - MDHHS Infection Control - \$65,000 for equipment
    - Local Health Foundation - \$25,000 for an ultraviolet sanitizing light, garnered by employees Sarah Johnson and Linda Smith.
- **Update on MVH at Grand Rapids – Carly MacDonald, Administrator**
  - VA and CMS surveys have been conducted at the home since the last board meeting.
  - The home has a provisional license from the VA and had two citations for pharmacy billing and sharing agreements noted. These citations should be rectified within the next few months.
  - The CMS survey revisit occurred and cleared one citation for health safety and two citations for life safety code. The home is in substantial compliance with a 5-star rating.
  - The census is 120 members, above 90% occupancy, with eight open beds at this time. At least two admissions are processed per month, and the home is expected to be full by the end of the summer.
  - Nurse shortages are improving due to the nurse wage increase.

## **7. MVH Committee Updates**

- **Executive Committee**
  - Chair Henry deferred to Governance and Advocacy Committee Chair David Rutledge to report on the revision of the MVFA Bylaws. Chair Henry had requested a maximum of four members per committee, instead of three members, to enhance committee participation. Chair Rutledge asked AAG Jason Geissler for clarification on the quorum specifics; the number of board member slots vs. the number of occupied board member slots. AAG Geissler and AAG Fitzsimons will review the inquiry and report at the next board meeting.
  - Mr. Rutledge also noted that Beth Simonton-Kramer has created a policy and bylaws roadmap which clearly establishes review timelines.

- Chair Henry has assigned the following board members to the MVFA committees:
    - **Budget and Financial Oversight Committee** – Brad Slagle (chair), Ken Robbins, MaryAnne Shannon
    - **Outreach and Fund Development Committee** – Barry Walter (chair), Adam Hollier, vacancy
    - **Governance and Advocacy Committee** – David Rutledge (chair), David Henry, vacancy
    - **Executive Committee** – David Henry (chair), Mary Naber (vice-chair), MaryAnne Shannon (secretary), Brad Slagle (treasurer)
  - Chair Henry emphasized the importance of the committees in keeping the full board meetings organized. Committee chairs should work directly with Anne Zerbe regarding MVH staff support.
- **Budget and Financial Oversight Committee**
    - Chair Slagle reported that the FY23 projections have improved due to the increase in VA and Medicaid. The estimated shortfall has dropped from \$10 million to \$7.6 million, including a \$1.6 million of carry-forward revenue.
    - The FY24 reflects an additional \$586,000 GF baseline revision request for pay increases approved by the Civil Service Commission.
    - The FY2021 audit report is finalized and posted on the MVH and OAG websites; the final audit report cost was \$108,000.00.
    - The FY2022 audit report is posted on the MVH and OAG websites; however, the Report of Internal Controls is not yet available. The estimated cost for this audit remains \$91,400.00.
  - **Governance and Advocacy Committee**
    - Chair Rutledge presented a committee-recommended revision to Board Policy 15 – Executive Director/CEO, Evaluation Process.
    - Item 4 – Board Action
    - Addition of “the Office of the Governor” as a recipient of the Executive Director’s Evaluation Committee’s recommendation.
- Shannon, seconded by Slagle, motioned to accept the revision, as presented. The motion passed 6-0.*
- **Outreach and Fund Development Committee**
    - Ryan Engle reported that staff is working to obtain an official letter of tax deductibility.
    - Mr. Engle also reported:
      - The MVH at Chesterfield Township hosted a 5K Run, Walk & Roll on May 13<sup>th</sup>.
      - The MVH D.J. Jacobetti will conduct its Annual Golf Outing on June 29<sup>th</sup>.
      - The MVH at Grand Rapids columbarium project is on hold awaiting cost estimates.

- Two “Lunch and Learn” sessions were conducted at MVHCT and MVHGR for state legislators. Mr. Engle thanked Brad Slagle and Mary Anne Shannon for attending the sessions and representing the MVFA board.
- Mr. Rutledge reiterated a need for a “Lunch and Learn” session in Lansing at the Speaker’s Library to attract a larger group of legislators. He added that a MVH promotional video should be created for outreach and donation purposes.
- Ms. Shannon will send the Governance Committee information on the possible availability of state funding for a promotional video.
- Mr. Robbins complimented Ryan Engle on a remarkable job coordinating social media efforts on behalf of the Michigan Veteran Homes.
- Tiffany Carr reviewed the upcoming community events and encouraged board members to participate in the activities to enhance community engagement. She stated that the Hebe Fountain Re-Dedication is slated for July 8, 2023, at 2:00 pm. Lastly, she reported that the CRM software project is still in the works.

## **8. New Business**

Beth Simonton-Kramer provided an update on the replacement of DirectorPoint, the software designed for storing board documents. DirectorPoint software retired May 1, 2023, and two other software programs are under consideration at this time.

## **9. Public Comment**

None

## **10. Board Comments**

Barry Walter – He had the opportunity to attend the Michigan Veterans Leadership Summit in Traverse City, along with Tiffany Carr and David Rutledge. It was an excellent couple of days; he learned a lot and shared a lot. He also attended the MVHCT Run, Walk & Roll, and spoke to a multitude of residents and volunteers.

David Rutledge – Echoed Mr. Walter’s perspective of the Michigan Veterans Leadership Summit. There were 215 participants, representing five states and 90 cities. MVHGR staff represented the Michigan Veteran Homes very well. A highlight of the summit was a Michigan Medal of Honor Recipient who delivered an inspirational speech. Mr. Rutledge thanked the board for the opportunity to participate.

Adam Hollier – He would like to develop more ways to partner with MVAA.

Brad Slagle – Welcomed Adam Hollier and thanked him for the work he did regarding the Michigan Veteran Homes.

Ken Robbins – No comment

MaryAnne Shannon – Thanked Adam Hollier for his preliminary work with the Michigan Veteran Homes. She sent out National Skilled Nursing Care Week cards to agencies. She sent “thank you” notes to the participants of the “Lunch and Learn” sessions.

David Henry – Welcomed Adam Hollier, stating that he has heard great things about him.

**11. Closed Meeting Session**

*Slagle moved for the Board to enter a closed session under Section 8d of the Open Meetings Act to discuss property parcels for acquisition in Marquette. Seconded by Shannon. The motion was passed by a roll call vote 6-0 with Henry, Robbins, Rutledge, Shannon, Slagle, and Walter in favor.*

The meeting moved into closed session at 11:28 a.m.

The meeting came out of closed session at 11:49 a.m. with no action taken and returned to open session.

**12. Adjournment**

*Upon return to open session, Slagle moved, seconded by Walter, to adjourn. Motion passed 6-0.*

At 11:50 a.m., the meeting was adjourned.

MaryAnne Shannon,  
MVFA Board Secretary





# MVH Monthly Report

## Member Abuse and/or Neglect Complaints

Reporting Month/Year: July 2023

Home: MVH at Chesterfield Township

Type of Investigation:	Substantiated
Abuse	<u>0</u>
M2M Altercation	<u>0</u>
Injury - Unknown	<u>0</u>
Neglect	<u>0</u>
Elopement	<u>0</u>
Misappropriation	<u>0</u>
Mistreatment	<u>0</u>
Exploitation	<u>0</u>

### Notes

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<b>Investigation #1</b>
Type <u>Misappropriation</u>
Substantiated <u>No</u>

<b>Investigation #2</b>
Type _____
Substantiated _____

<b>Investigation #3</b>
Type _____
Substantiated _____

<b>Investigation #4</b>
Type _____
Substantiated _____

<b>Investigation #5</b>
Type _____
Substantiated _____

<b>Investigation #6</b>
Type _____
Substantiated _____

<b>Investigation #7</b>
Type _____
Substantiated _____

<b>Investigation #8</b>
Type _____
Substantiated _____

<b>Investigation #9</b>
Type _____
Substantiated _____

<b>Investigation #10</b>
Type _____
Substantiated _____

Submitted by:

Administrator: Jennifer Manning



# MVH Monthly Report

## Member Abuse and/or Neglect Complaints

Reporting Month/Year: July 2023

Home: MVH DJ Jacobetti

Type of Investigation:	Substantiated
Abuse	<u>0</u>
M2M Altercation	<u>0</u>
Injury - Unknown	<u>0</u>
Neglect	<u>0</u>
Elopement	<u>0</u>
Misappropriation	<u>0</u>
Mistreatment	<u>0</u>
Exploitation	<u>0</u>

### Notes

Investigation #1

Type

Substantiated

Investigation #2

Type

Substantiated

Investigation #3

Type

Substantiated

Investigation #4

Type

Substantiated

Investigation #5

Type

Substantiated

Investigation #6

Type

Substantiated

Investigation #7

Type

Substantiated

Investigation #8

Type

Substantiated

Investigation #9

Type

Substantiated

Investigation #10

Type

Substantiated

Submitted by:  
Administrator: Ron Oja



# MVH Monthly Report

## Member Abuse and/or Neglect Complaints

Reporting Month/Year: July 2023

Home: MVH at Grand Rapids

Type of Investigation:	Substantiated
Abuse	<u>0</u>
M2M Altercation	<u>0</u>
Injury - Unknown	<u>0</u>
Neglect	<u>1</u>
Elopement	<u>1</u>
Misappropriation	<u>0</u>
Mistreatment	<u>0</u>
Exploitation	<u>0</u>

### Notes

7/1/2023 - A third shift nurse was reported for not passing medications on her assigned unit. The physician and responsible parties were notified, and all members identified missing any medications were assessed to be free from negative effects from the missed dose. This incident was reported to the State of Michigan and VA.

7/5/2023 - A member on the Memory Care Unit pulled a fire alarm which disengaged the door locks; the member exited the side door. All alarms worked as designed, and staff completed the search and located the member within four minutes. The member was returned to the home without injury. Fire alarm guards were added to prevent another incident from occurring again. The incident was reported to the responsible party, State of Michigan, and VA.

Investigation #1	
Type	<u>Neglect</u>
Substantiated	<u>Yes</u>

Investigation #2	
Type	<u>Elopement</u>
Substantiated	<u>Yes</u>

Investigation #3	
Type	<u></u>
Substantiated	<u></u>

Investigation #4	
Type	<u></u>
Substantiated	<u></u>

Investigation #5	
Type	<u></u>
Substantiated	<u></u>

Investigation #6	
Type	<u></u>
Substantiated	<u></u>

Investigation #7	
Type	<u></u>
Substantiated	<u></u>

Investigation #8	
Type	<u></u>
Substantiated	<u></u>

Investigation #9	
Type	<u></u>
Substantiated	<u></u>

Investigation #10	
Type	<u></u>
Substantiated	<u></u>

Submitted by:

Administrator: Carly MacDonald

## Michigan Veteran Homes Staffing Report

<i>MVH at Chesterfield Township</i>	April 2023	May 2023	June 2023
<b>I. Census</b>			
Skilled Nursing Census (Monthly Average)	99.67	97.1	98.5
Domiciliary Census (Monthly Average)	0	0	0
<b>II. Patient Care Hours</b>			
Skilled Nursing PPD (Monthly Average)	10.424	11.457	11.23
Licensed Nursing PPD (Monthly Average)	3.094	3.618	3.27
CENA PPD (Monthly Average)	7.33	7.839	7.95
# of Time Below VA Min. 2.5 PPD	0	0	0

<i>MVH D.J. Jacobetti</i>	April 2023	May 2023	June 2023
<b>I. Census</b>			
Skilled Nursing Census (Monthly Average)	102.4	104.7	104.9
Domiciliary Census (Monthly Average)	3	3	3
<b>II. Patient Care Hours</b>			
Skilled Nursing PPD (Monthly Average)	4.838	4.601	4.566
Licensed Nursing PPD (Monthly Average)	1.997	1.872	1.88
CENA PPD (Monthly Average)	2.841	2.729	2.686
# of Time Below VA Min. 2.5 PPD	0	0	0

<i>MVH at Grand Rapids</i>	April 2023	May 2023	June 2023
<b>I. Census</b>			
Skilled Nursing Census (Monthly Average)	120	119	119
Domiciliary Census (Monthly Average)	NA	NA	NA
<b>II. Patient Care Hours</b>			
Skilled Nursing PPD (Monthly Average)	6.68	6.76	6.72
Licensed Nursing PPD (Monthly Average)	1.79	1.75	1.77
CENA PPD (Monthly Average)	4.89	5.01	4.95
# of Time Below VA Min. 2.5 PPD	0	0	0



## Michigan Veteran Homes Vaccination Rates

MVH at Chesterfield Township		Jul-23	Aug-23	Sep-23
Members:	Vaccinated Against Influenza	84%		
	Vaccinated Against COVID-19	77%		
Staff:	Vaccinated Against Influenza	62%		
	Vaccinated Against COVID-19	89%		

MVH at D.J. Jacobetti		Jul-23	Aug-23	Sep-23
Members:	Vaccinated Against Influenza	91%		
	Vaccinated Against COVID-19	97.2%		
Staff:	Vaccinated Against Influenza	61%		
	Vaccinated Against COVID-19	98.1%		

MVH at Grand Rapids		Jul-23	Aug-23	Sep-23
Members:	Vaccinated Against Influenza	91%		
	Vaccinated Against COVID-19	89%		
Staff:	Vaccinated Against Influenza	59%		
	Vaccinated Against COVID-19	90%		



# July 2023 Census Report, MVH at Chesterfield Township

## MICHIGAN VETERAN HOMES AT CHESTERFIELD TOWNSHIP

July 2023 Monthly Census Report

Facility Census Data				
	Facility Census on Last Day of:		% of EOM Census Current Month	End of Month Average YTD
	Current Month	Last Month		
TOTAL CENSUS	105	100	n/a	94
By Care Setting				
Skilled Nursing	105	100	100.0%	94
Domiciliary	n/a	n/a	n/a	n/a
By War Era of Service				
WWII	4	4	3.8%	3
KC	12	12	11.4%	13
VNE	69	65	65.7%	56
Cold War	11	12	10.5%	12
GWE	4	2	3.8%	4
Other	0	0	0.0%	0
Dependent	5	5	4.8%	6
By Age				
Under 60	5	5	4.8%	5
60 - 79	68	63	64.8%	58
80+	32	32	30.5%	31
By Gender				
Male	96	90	91.4%	83
Female	9	10	8.6%	11

Admissions, Deaths, Discharges During Month			
	Current Month	Total YTD	Monthly Avg YTD
Admissions	7	66	6.6
Deaths	1	31	3.1
Forced Discharges (see memo)	0	1	0.1
Other Discharges	1	3	0.3

Resident Assessment & Admissions Application Processing		
	Current Month	Total YTD
Financial Reassessments Performed	9	140
Admission Applications Processed	10	88
Admission Applications Approved	11	50
Approved Applicants Admitted	6	64
Approved Applicants on Waitlist or Not Yet Ready for Admission	12	157
Admissions Applications Denied	0	2

Occupancy & Waitlist Rates					
	Avail. Beds	Waitlist	EOM Occupied	EOM % - Current	EOM % - Previous
Skilled Nursing	128	12	105	82.0%	78.1%
Domiciliary Care	n/a	n/a	n/a	n/a	n/a

# MICHIGAN VETERAN HOMES AT CHESTERFIELD TOWNSHIP

July 2023 Monthly Census Report

## Detailed Census Data - By Care Setting

Skilled Nursing Census	Total Census	%	Average I & A
70-100% or Adjudicated	61	58.1%	(of total SN census) n/a
Veteran (not 70-100 SCD)	39	37.1%	(of total SN census) \$3,298.68
Dependent	5	4.8%	(of total SN census) \$2,055.60
<b>TOTAL Skilled Nursing Census</b>	<b>105</b>	<b>100.0%</b>	(of TOTAL census) n/a
Domiciliary Census	Total Census	%	Average I & A
Veteran	n/a	n/a	(of total Dom census) n/a
Dependent	n/a	n/a	(of total Dom census) n/a
<b>Total Domiciliary Census</b>	<b>n/a</b>	<b>n/a</b>	(of TOTAL census) n/a

## Detailed Census Data - Age & Gender

Census by Age & Gender	Male	Female	Total
Under 60	4	1	5
60-79	66	2	68
80+	26	6	32
<b>TOTAL</b>	<b>96</b>	<b>9</b>	<b>105</b>
% of Census	Male	Female	Total
Under 60	80.0%	20.0%	4.8%
60-79	97.1%	2.9%	64.8%
80+	81.3%	18.8%	30.5%
<b>TOTAL</b>	<b>91.4%</b>	<b>8.6%</b>	<b>n/a</b>

## Detailed Census Data - Era of Service & Gender

Census by EOS & Gender	Male	Female	Total
WWII	3	1	4
KC	11	1	12
VNE	68	1	69
Cold War	10	1	11
Gulf War Era	4	0	4
Other	0	0	0
Dependent	0	5	5
<b>TOTAL</b>	<b>96</b>	<b>9</b>	<b>105</b>
% of Census	Male	Female	Total
WWII	75.0%	25.0%	3.8%
KC	91.7%	8.3%	11.4%
VNE	98.6%	1.4%	65.7%
Cold War	90.9%	9.1%	10.5%
Gulf War	100.0%	0.0%	3.8%
Other			0.0%
Dependent	0.0%	100.0%	4.8%
<b>TOTAL</b>	<b>91.4%</b>	<b>8.6%</b>	<b>n/a</b>



# July 2023 Census Report, MVH D. J. Jacobetti

## Michigan Veteran Homes DJ Jacobetti

### July 2023 Monthly Census Report

Facility Census Data				
	Facility Census on Last Day of:		% of EOM Census Current Month	End of Month Average YTD
	Current Month	Last Month		
<b>TOTAL CENSUS</b>	109	109	n/a	109
<b>By Care Setting</b>				
Skilled Nursing	107	106	98.2%	106
Domiciliary	2	3	1.8%	3
<b>By War Era of Service</b>				
WWII	4	5	3.7%	6
KC	13	14	11.9%	17
VNE	76	74	69.7%	67
Cold War	11	11	10.1%	12
GWE	1	1	0.9%	2
Other	0	0	0.0%	0
Dependent	4	4	3.7%	5
<b>By Age</b>				
Under 60	1	1	0.9%	2
60 - 79	59	59	54.1%	57
80+	49	49	45.0%	50
<b>By Gender</b>				
Male	103	103	94.5%	102
Female	6	6	5.5%	7

Admissions, Deaths, Discharges During Month			
	Current Month	Total YTD	Monthly Avg YTD
Admissions	5	48	4.8
Deaths	3	34	3.4
Forced Discharges <i>(see memo)</i>	0	0	0.0
Other Discharges	2	12	1.2

Resident Assessment & Admissions Application Processing		
	Current Month	Total YTD
Financial Reassessments Performed	10	188
Admission Applications Processed	5	87
Admission Applications Approved	3	63
Approved Applicants Admitted	3	46
Approved Applicants on Waitlist or Not Yet Ready for Admission	71	250
Admissions Applications Denied	1	4

Occupancy & Waitlist Rates					
	Avail. Beds	Waitlist	EOM Occupied	EOM % - Current	EOM % - Previous
Skilled Nursing	184	71	107	58.2%	84.1%
Domiciliary Care	22	0	2	9.1%	13.6%



Michigan Veteran Homes DJ Jacobetti

July 2023 Monthly Census Report

Detailed Census Data - By Care Setting				
Skilled Nursing Census	Total Census	%	Average I & A	
70-100% <i>or Adjudicated</i>	48	44.9%	(of total SN census)	n/a
Veteran (not 70-100 SCD)	55	51.4%	(of total SN census)	\$3,603.02
Dependent	4	3.7%	(of total SN census)	\$914.07
<b>TOTAL Skilled Nursing Census</b>	<b>107</b>	<b>98.2%</b>	(of TOTAL census)	n/a
Domiciliary Census	Total Census	%	Average I & A	
Veteran	2	100.0%	(of total Dom census)	\$1,978.67
Dependent	0		(of total Dom census)	\$0.00
<b>Total Domiciliary Census</b>	<b>2</b>	<b>1.8%</b>	(of TOTAL census)	n/a

Detailed Census Data - Age & Gender			
Census by Age & Gender	Male	Female	Total
Under 60	1	0	1
60-79	55	4	59
80+	47	2	49
<b>TOTAL</b>	<b>103</b>	<b>6</b>	<b>109</b>
% of Census	Male	Female	Total
Under 60	100.0%	0.0%	0.9%
60-79	93.2%	6.8%	54.1%
80+	95.9%	4.1%	45.0%
<b>TOTAL</b>	<b>94.5%</b>	<b>5.5%</b>	n/a

Detailed Census Data - Era of Service & Gender			
Census by EOS & Gender	Male	Female	Total
WWII	4	0	4
KC	13	0	13
VNE	75	1	76
Cold War	10	1	11
Gulf War Era	1	0	1
Other	0	0	0
Dependent	0	4	4
<b>TOTAL</b>	<b>103</b>	<b>6</b>	<b>109</b>
% of Census	Male	Female	Total
WWII	100.0%	0.0%	3.7%
KC	100.0%	0.0%	11.9%
VNE	98.7%	1.3%	69.7%
Cold War	90.9%	9.1%	10.1%
Gulf War	100.0%	0.0%	0.9%
Other			0.0%
Dependent	0.0%	100.0%	3.7%
<b>TOTAL</b>	<b>94.5%</b>	<b>5.5%</b>	n/a



## July 2023 Census Report, MVH at Grand Rapids

### Michigan Veteran Homes at Grand Rapids

#### July 2023 Monthly Census Report

Facility Census Data				
	Facility Census on Last Day of:		% of EOM Census Current Month	End of Month Average YTD
	Current Month	Last Month		
<b>TOTAL CENSUS</b>	122	121	n/a	121
<b>By Care Setting</b>				
Skilled Nursing	122	121	100.0%	121
Domiciliary	n/a	n/a	n/a	n/a
<b>By War Era of Service</b>				
WWII	2	2	1.6%	3
KC	7	8	5.7%	8
VNE	79	79	64.8%	78
Cold War	20	20	16.4%	20
GWE	7	6	5.7%	6
Other	0	0	0.0%	0
Dependent	7	6	5.7%	6
<b>By Age</b>				
Under 60	4	3	3.3%	4
60 - 79	82	81	67.2%	81
80+	36	37	29.5%	36
<b>By Gender</b>				
Male	109	109	89.3%	110
Female	13	12	10.7%	11

Admissions, Deaths, Discharges During Month			
	Current Month	Total YTD	Monthly Avg YTD
Admissions	4	31	3.1
Deaths	3	17	1.7
Forced Discharges (see memo)	0	0	0.0
Other Discharges	0	2	0.2

Resident Assessment & Admissions Application Processing		
	Current Month	Total YTD
Financial Reassessments Performed	11	313
Admission Applications Processed	8	66
Admission Applications Approved	8	48
Approved Applicants Admitted	4	29
Approved Applicants on Waitlist or Not Yet Ready for Admission	124	525
Admissions Applications Denied	1	13

Occupancy & Waitlist Rates					
	Avail. Beds	Waitlist	EOM Occupied	EOM % - Current	EOM % - Previous
Skilled Nursing	128	124	122	95.3%	94.5%
Domiciliary Care	n/a	n/a	n/a	n/a	n/a

**Michigan Veteran Homes at Grand Rapids**  
**July 2023 Monthly Census Report**

Detailed Census Data - By Care Setting				
Skilled Nursing Census	Total Census	%		Average I & A
70-100% <i>or Adjudicated</i>	39	32.0%	(of total SN census)	n/a
Veteran (not 70-100 SCD)	76	62.3%	(of total SN census)	\$2,401.24
Dependent	7	5.7%	(of total SN census)	\$1,481.94
<b>TOTAL Skilled Nursing Census</b>	<b>122</b>	<b>100.0%</b>	(of TOTAL census)	n/a
Domiciliary Census	Total Census	%		Average I & A
Veteran	n/a	n/a	(of total Dom census)	n/a
Dependent	n/a	n/a	(of total Dom census)	n/a
<b>Total Domiciliary Census</b>	<b>n/a</b>	<b>n/a</b>	(of TOTAL census)	<b>n/a</b>

Detailed Census Data - Age & Gender			
Census by Age & Gender	Male	Female	Total
Under 60	4	0	4
60-79	78	4	82
80+	27	9	36
<b>TOTAL</b>	<b>109</b>	<b>13</b>	<b>122</b>
% of Census	Male	Female	Total
Under 60	100.0%	0.0%	3.3%
60-79	95.1%	4.9%	67.2%
80+	75.0%	25.0%	29.5%
<b>TOTAL</b>	<b>89.3%</b>	<b>10.7%</b>	<b>n/a</b>

Detailed Census Data - Era of Service & Gender			
Census by EOS & Gender	Male	Female	Total
WWII	2	0	2
KC	7	0	7
VNE	75	4	79
Cold War	19	1	20
Gulf War Era	6	1	7
Other	0	0	0
Dependent	0	7	7
<b>TOTAL</b>	<b>109</b>	<b>13</b>	<b>122</b>
% of Census	Male	Female	Total
WWII	100.0%	0.0%	1.6%
KC	100.0%	0.0%	5.7%
VNE	94.9%	5.1%	64.8%
Cold War	95.0%	5.0%	16.4%
Gulf War	85.7%	14.3%	5.7%
Other			0.0%
Dependent	0.0%	100.0%	5.7%
<b>TOTAL</b>	<b>89.3%</b>	<b>10.7%</b>	<b>n/a</b>



# MVH Community Events 2023

Please see the below tentative dates for opportunities to participate in the Homes' community engagement events. These events will include members, family members, volunteers', staff, and donors. MVH leadership and MVFA board members are encouraged to attend.

Please contact Tiffany Carr for questions or details at [carrt1@michigan.gov](mailto:carrt1@michigan.gov) or 616-401-5150.

## **MVHGR**

- August 24<sup>th</sup> – Music, Food, and Fun Fair
- September 7<sup>th</sup> – Fishing Derby
- September 13<sup>th</sup> – Volunteer Appreciation Luncheon at MVHGR
- September 15<sup>th</sup> – POW/MIA Recognition Day
- November 11<sup>th</sup> – Veterans Day Celebration & Veterans 5K Walk/Run

## **MVHDJJ**

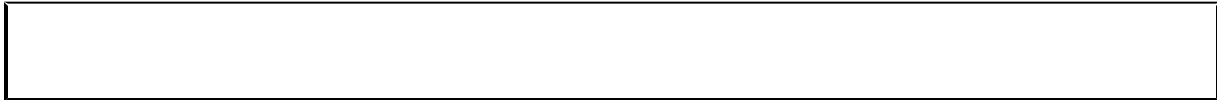
- August 30<sup>th</sup> – Facility Picnic with Michigan State Police
- September 6<sup>th</sup> – Pig Roast – Facility Picnic
- September 11<sup>th</sup> – Day of Service – Community Service Project
- September 16<sup>th</sup> – POW/MIA Recognition Day
- October 28<sup>th</sup> – Make a Difference Day – Fall Cleanup with MATMC and Vegas Day with VFC
- November 11<sup>th</sup> – Veterans Day Celebration
- November Dates Vary – Deer Camp Festivities
- December Dates TBD - American Legion Gift Shop, Stocking for Soldiers, VFC Holiday Party and NYE Party.

## **MVHCT**

- August 24<sup>th</sup> – MVHCT Dog Show
- August 30<sup>th</sup> – Fantasy Football Kickoff
- September 14<sup>th</sup> – Luau
- September 16<sup>th</sup> – POW/MIA Recognition Day
- September 17<sup>th</sup> - Vintage Car Show
- September 25<sup>th</sup> 5pm-7pm - Volunteer Appreciation Banquet
- November 11<sup>th</sup> – Veteran's Day Celebration
- December 24<sup>th</sup> & 25<sup>th</sup> – Christmas Celebrations

**From:** [Naber, Mary](#)  
**To:** [Bernard, Crystal](#); [David Henry](#)  
**Cc:** [Altimore, Patricia \(DMVA\)](#); [Zerbe, Anne \(DMVA\)](#)  
**Subject:** Resignation from the Michigan Veterans Facility Authority Board  
**Date:** Thursday, August 3, 2023 10:37:28 AM

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Greetings,

As we've all come out of COVID, the demand for my time has increased and I find myself often conflicted between PACE demands and my commitment to the Michigan Veterans Facility Authority (MVFA) Board. Sadly and with mixed emotions, I will be resigning from the MVFA Board.

It has been an incredible honor for me to serve on this board from its inception, and I've learned so much from the experience! Most importantly, I've met and worked with amazing, committed people dedicated to serving our veterans! It is heartwarming that our work together has proven to be so valuable to the veterans we serve. I'm proud that our shared Board efforts resulted in improved care and beautiful living environments for the veterans we serve!

Thank you for leading the way to better serve our veterans!  
Warmest Regards,

Mary Naber

**Mary Kummer Naber**

President & CEO





## MICHIGAN VETERAN HOMES

August 22, 2023

MVH Budget & Financial Oversight Committee

Report to Board of Directors -

The subcommittee met on 8/17/2023 with Chair Slagle, Board members MaryAnne Shannon and Ken Robbins; staffers: Patricia Altimore, Erica Bobrowski, Jackie Huhn, Beth Simonton-Kramer, Anne Zerbe and DMVA CFO Christine Apostol.

### 1. FY2023 Budget

The committee reviewed the updated FY23 projections. Supplemental Requests are due to the State Budget Office by 8/25. Final transfer requests are due to the State budget Office by 10/18. Any contingency fund transfer to adjust authorization will be done at that time.

### 2. FY2024 Budget Development

Public Act 119 of 2023

Gross - 88,132,400

GF - 37,052,200

Overall, when comparing the FY23 enacted budget to FY24, the budget remains relatively flat with increases of: Gross - 183,000; GF - 1,264,500

Ongoing General Fund was increased by 8.3M while one-time was decreased by 7.1M – this better reflects our current ongoing needs. As operations and revenue streams continue to stabilize at the new homes, we will submit current services baseline adjustments or investment requests as appropriate.

Additional notes:

There was an increase of \$1.2M Gross / \$585,800 GF for costs associated with increases in pay rates for specific classifications, such as healthcare, with longstanding recruiting concerns due to higher wages offered by competing employers.

The ask to carryforward federal non-VA revenue was added to boilerplate. The reason this was added to boilerplate is because we need authority to carry excess revenue forward and this allows us to do that for Medicare and Medicaid. The MVFA Act already

allows restricted revenue carry forward for VA and I&A revenue. This will give us the ability to better handle ebbs and flows in revenues and help us work towards the GF-neutral goal.

3. FY 2025 Budget – The kick off of the FY2025 Budget is August 30.

4. Audit Update

- a. FY2022 – final report is posted on the MVFA and OAG websites. Cost is finalized at \$91,417. Internal Control had one finding that is being addressed.
- b. FY2023 – will commence in October 2023.

5. Census

- a. All three homes are at or near capacity. Percentage of 70-100% service-connected disabled veterans is high and continues to increase.

6. Status of meeting requirements for VA State Home Construction Grant for new Marquette Home

- a. The priority is acquiring a site and progress continues.

Bylaws Dated 7/18/17 Last Revised 3/16/21		<b>BY-LAWS OF THE STATE OF MICHIGAN VETERANS' FACILITY AUTHORITY</b>
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ARTICLE	CURRENT LANGUAGE	PROPOSED LANGUAGE 2023	RATIONALE
<b>I -- The Authority</b>		<b>I -- The Authority</b>	
	<b>1 -- Purpose of the Authority</b>	<b>1 -- Purpose of the Authority</b>	
	The Michigan Veterans' Facility Authority (MVFA) is a public body corporate and politic within the Michigan Department of Military and Veterans Affairs and shall develop and operate certain veterans' facilities.	The Michigan Veterans' Facility Authority (MVFA) is a public body corporate and politic within the Michigan Department of Military and Veterans Affairs and shall develop and operate certain veterans' facilities.	[no change]
	<b>2 -- Seal of the Authority</b>	<b>2 -- Seal of the Authority</b>	
	The seal of the Authority shall bear the name of the Authority and be in such form as shall be determined by the Authority.	The seal of the Authority shall bear the name of the Authority and be in such form as shall be determined by the Authority.	[no change]
	<b>3 -- Office of the Authority</b>	<b>3 -- Office of the Authority</b>	
	The principal office of the Authority is at 3423 North Martin Luther King Jr. Boulevard, Lansing, Michigan, with other offices at such places as the Authority may designate.		Provide flexibility for changes without requiring modification of the bylaws
		<b>3.1 -- Principle Office</b>	
		The principal office of the Authority is located in Ingham County, State of Michigan.	
		<b>3.2 -- Address and Address Changes</b>	
		The specific address for notice is provided in Attachment A. Changes to the principal address within the same county may be noted on Attachment A, and such changes shall not be deemed, nor require, an amendment of these bylaws.	
		<b>3.3 -- Other Offices</b>	
		The Authority may also have offices at other places as its business and activities may require and as the board may designate.	
	<b>4 -- Powers of the Authority</b>	<b>4 -- Powers of the Authority</b>	
	The Michigan Veterans' Facility Authority shall have all the powers as enumerated in MCL 36.106, all other applicable State of Michigan Public Acts, Administrative Rules, and the Michigan Constitution.	The Michigan Veterans' Facility Authority shall have all the powers as enumerated in MCL 36.106, all other applicable State of Michigan Public Acts, Administrative Rules, and the Michigan Constitution.	[no change]
<b>II -- Membership &amp; Officers</b>		<b>II -- Membership &amp; Officers</b>	
	<b>1 -- Authority Appointments</b>	<b>1 -- Authority Appointments</b>	
	Members of the Authority shall be appointed in accordance with MCL 36.105.	Members of the Authority shall be appointed in accordance with MCL 36.105.	[no change]
		<b>2 -- Compensation of Members</b>	
		Members of the Authority shall serve without compensation but may receive reasonable reimbursement for necessary travel and expenses incurred in the discharge of their duties in a manner consistent with State regulation.	Incorporates MVFA Policy 001. Details and procedures are found in policy MVFA-GEN 010 Travel Regulations
		<b>3 -- Termination of Member Appointment</b>	



Bylaws Dated 7/18/17 Last Revised 3/16/21		<b>BY-LAWS OF THE STATE OF MICHIGAN VETERANS' FACILITY AUTHORITY</b>
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ARTICLE	CURRENT LANGUAGE	PROPOSED LANGUAGE 2023	RATIONALE
		<p>A member of the Authority may resign his or her appointment by providing written notice to the Authority Board or to the Chairperson or Secretary of the Board.</p> <p>A member of the Authority may be terminated in advance of his or her term end date <i>for cause</i> as determined by the Board. Cause for termination includes repeated failure to attend board meetings, conduct detrimental to the interests of the Authority, refusing to act in a manner consistent with the Authority's mission and values, or if an individual is suspended from participation in state or federal programs.</p> <p>Upon resignation or termination, the member shall return their Board manual and any other confidential or requested materials related to their Board service to the MVFA Board Chairperson or designee.</p>	<p>To provide guidance for resignations and terminations.</p> <p>To provide notice of the grounds for termination.</p> <p>Incorporates MVFA-GEN 012 Meeting Attendance Policy.</p> <p><b>This provision needs to be verified with the Governor's Appointment Office to see if it's action that can be taken by the Board. Another option: we could state that the Board may reach out to the Appointment Office with a request for removal?</b></p>
	<b>2 -- Officers of the Authority</b>	<b>4 -- Officers of the Authority</b>	
	The officers of the Authority shall be a Chairperson, Vice Chairperson, Secretary and Treasurer. All of the positions shall be nominated at the first meeting of an odd calendar year with elections held at the next regularly scheduled meeting by the Authority Board Membership. Officers shall serve two (2) year terms.	The officers of the Authority shall be a Chairperson, Vice Chairperson, Secretary and Treasurer. All of the positions shall be nominated at the first meeting of an odd calendar year with elections held at the next regularly scheduled meeting by the Authority Board Membership. Officers shall serve two-year terms.	ReNUMBER section and remove duplicate numbers in the text.
	<b>3 -- Election or Appointment</b>	<b>5 -- Election of Officers</b>	
	The board members shall elect a chairperson who is not the director of the department or his or her designee. All officers shall be elected every odd year (for two-year terms) by the Authority Board Members. Those terms of office begin on the next Regular Meeting of the Authority in the month following the election. All officers shall hold office until successors are elected and qualified.	The board members shall elect a chairperson who is not the director of the department or his or her designee. All officers shall be elected every odd year by the Authority Board Members. Those terms of office begin on the next Regular Meeting of the Authority in the month following the election. All officers shall hold office until successors are elected and qualified.	ReNUMBER section. Remove "or Appointment" in the section title because there is no mention of appointment officers. Add "of Officers" to section heading for consistency and clarity.
	<b>4 -- Absence of Officers</b>	<b>6 -- Absence of Officers</b>	
	Whenever the Chairperson and Vice Chairperson are unable to attend a Meeting of the Authority, the Members present at such Meeting shall designate by majority vote a temporary Chairperson from among the Members present, who shall preside at such Meeting.	Whenever the Chairperson and Vice Chairperson are unable to attend a Meeting of the Authority, the Members present at such Meeting shall designate by majority vote a temporary Chairperson from among the Members present, who shall preside at such Meeting.	ReNUMBERING only
	<b>5 -- Vacancies</b>	<b>7 -- Officer Vacancies</b>	
	Should any Officer Positions within the Authority become vacant, the Authority shall elect a successor from its members, who shall hold office until their successor is elected and qualified. Resignations shall be made in writing, dated, and addressed to the Chairperson.	Should any Officer Positions within the Authority become vacant, the Authority shall elect a successor from its members, who shall hold office until their successor is elected and qualified. Resignations shall be made in writing, dated, and addressed to the Chairperson.	Add "Officer" to the section title for clarity. Section renumbering.
		<b>8 -- Termination of Officer Appointment</b>	

Bylaws Dated 7/18/17 Last Revised 3/16/21		<b>BY-LAWS OF THE STATE OF MICHIGAN VETERANS' FACILITY AUTHORITY</b>
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ARTICLE	CURRENT LANGUAGE	PROPOSED LANGUAGE 2023	RATIONALE
		<p>Any officer may be removed, either with or without cause, by the Authority board, at any time.</p> <p>Any officer may resign at any time by giving written notice to the Authority Board or to the Chairperson or Secretary of the Board. Any such resignation shall take effect at the date of receipt of such notice or at any later date specified therein.</p>	<p>To provide guidance for resignations and terminations.</p> <p>To provide notice of the grounds for termination.</p> <p>Termination as an officer does not automatically include termination as a member.</p>
	6 - Officers of the Authority and Responsibilities	<b>9 -- Officer Responsibilities</b>	Heading clarity
	6.1 Chairperson	<b>9.1 -- Chairperson</b>	
	The Chairperson shall prepare an agenda and preside at all Meetings of the Authority.	The Chairperson shall prepare an agenda and preside at all Meetings of the Authority.	Renumbering only
	6.2 Vice Chairperson	<b>9.2 -- Vice Chairperson</b>	
	The Vice Chairperson shall perform the duties of the Chairperson when the Chairperson is absent from any Meetings or when the Chairperson otherwise advises the Vice Chairperson to do so. The Chairperson shall resume the duties upon notification to the Vice Chairperson.	The Vice Chairperson shall perform the duties of the Chairperson when the Chairperson is absent from any Meetings or when the Chairperson otherwise advises the Vice Chairperson to do so. The Chairperson shall resume the duties upon notification to the Vice Chairperson.	Renumbering only
	6.3 Secretary	<b>9.3 -- Secretary</b>	
	The Secretary shall have general supervision over the administrative charge of the business and affairs of the Authority. Furthermore, the Secretary presents any Meeting Minutes and is responsible for all public correspondence.	The Secretary shall have general supervision over the administrative charge of the business and affairs of the Authority. Furthermore, the Secretary presents any Meeting Minutes and is responsible for all public correspondence.	Renumbering only
	6.4 Treasurer	<b>9.4 -- Treasurer</b>	
	The Treasurer shall be responsible for the general oversight of funds raised and expended by the Authority. The Treasurer also reports the financial position of the Authority to the Board.	The Treasurer shall be responsible for the general oversight of funds raised and expended by the Authority. The Treasurer also reports the financial position of the Authority to the Board.	Renumbering only
<b>III -- Meetings and Committees</b>		<b>III -- Meetings and Committees</b>	
	<b>1 -- Regular and Special Meetings</b>	<b>1 -- Meetings of the Authority</b>	
	Regular Meetings shall be held at such times and places as determined by the Authority, with legal and proper public notice. The Chairperson may, or upon the request of three Members of the Authority shall, call a Special Meeting of the Authority. The call for a Regular Meeting, specifying the time and place of the Meeting, shall be delivered in person or e/mailed to the business or home address of each Member. The call for a Special Meeting, specifying the time and place of the Meeting, shall be made by telephone or e/mailed to the business or home address of each Member at least 18 hours prior to the time of the Meeting. Public notice of all regular, rescheduled, recessed, or Special Meetings shall be given in compliance with The Open Meetings Act, No. 267, Public Acts of Michigan, 1976, as amended.		Split into subsections for clarity.
		<b>1.1 -- Regular Meetings</b>	

Bylaws Dated 7/18/17 Last Revised 3/16/21		<b>BY-LAWS OF THE STATE OF MICHIGAN VETERANS' FACILITY AUTHORITY</b>
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ARTICLE	CURRENT LANGUAGE	PROPOSED LANGUAGE 2023	RATIONALE
		Regular Meetings shall be held at such times and places as determined by the Authority, with legal and proper public notice. The call for a Regular Meeting, specifying the time and place of the Meeting, shall be delivered in person or e/mailed to the business or home address of each Member.	
		<b>1.2 -- Special Meetings</b>	
		The Chairperson may, or upon the request of three Members of the Authority shall, call a Special Meeting of the Authority. The call for a Special Meeting, specifying the time and place of the Meeting, shall be made by telephone or e/mailed to the business or home address of each Member at least 18 hours prior to the time of the Meeting.	
		<b>1.3 -- Public Notice</b>	
		Public notice of all regular, rescheduled, recessed, or Special Meetings shall be given in compliance with The Open Meetings Act, No. 267, Public Acts of Michigan, 1976, as amended.	(from policy MVFA-GEN 002)
	<b>2 - Order of Business</b>	<b>2 -- Order of Business</b>	
	By vote of a majority of the Members eligible to vote at any Regular, adjourned Regular Meeting, or Special Meeting, any matter may be placed on the agenda at each such Meeting as special business. The Chairperson may place on the agenda of any Regular Meeting, adjourned Regular Meeting, or Special Meeting any special business, or any matter which the Chairperson deems of sufficient or pressing importance. An Authority Board Member may do the same with the consent of the Chairperson, or the majority of those Authority Board Members present. All business and meetings will be conducted in accordance with Robert's Rules of Order and State of Michigan Law.	By vote of a majority of the Members eligible to vote at any Regular, adjourned Regular Meeting, or Special Meeting, any matter may be placed on the agenda at each such Meeting as special business. The Chairperson may place on the agenda of any Regular Meeting, adjourned Regular Meeting, or Special Meeting any special business, or any matter which the Chairperson deems of sufficient or pressing importance. An Authority Board Member may do the same with the consent of the Chairperson, or the majority of those Authority Board Members present. All business and meetings will be conducted in accordance with Robert's Rules of Order and State of Michigan Law.	[no change]
		<b>3 -- Quorum</b>	
		A majority of the appointed and serving members of the board who are eligible to vote constitute a quorum of the board for the transaction of business. Except as otherwise provided under these bylaws, or provisions of law, no business shall be considered by the board at any meeting at which the required quorum is not present, and the only motion that the chair shall entertain at such meeting is a motion to adjourn.	from MVFA-GEN 002; Bylaws defines a minimum number (3) but the policy does not.
	<b>3 - Manner of Voting</b>	<b>4 -- Manner of Voting</b>	

Bylaws Dated 7/18/17 Last Revised 3/16/21		<b>BY-LAWS OF THE STATE OF MICHIGAN VETERANS' FACILITY AUTHORITY</b>
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ARTICLE	CURRENT LANGUAGE	PROPOSED LANGUAGE 2023	RATIONALE
	The voting on all questions at a Meeting of the Authority shall be by voice vote, unless a Member requests a roll call vote, in which case the yeas and nays shall be entered upon the minutes of such Meeting. A majority of the members eligible to vote, shall be necessary to pass resolutions or motions, provided however, that the number of affirmative votes necessary shall never be less than three (3) votes.	The voting on all questions at a Meeting of the Authority shall be by voice vote, unless a Member requests a roll call vote, in which case the yeas and nays shall be entered upon the minutes of such Meeting. A quorum shall be necessary to conduct a vote on any resolution, and a simple majority of affirmative votes shall be required to pass resolutions or motions, provided however, that the number of affirmative votes necessary shall never be less than three votes.	Remove duplicate numbers. Change language to use the term "quorum" for clarity. Re-number section.
	<b>4 - Resolutions and Effective Date</b>	<b>5 -- Resolutions and Effective Date</b>	
	All Resolutions shall be in writing and shall be contained in the minute book of the Authority, which shall be maintained by the Authority. Resolutions shall become effective on the day of passage, upon adjournment of the Meeting, unless otherwise stated in the Resolution.	All Resolutions shall be in writing and shall be contained in the minute book of the Authority, which shall be maintained by the Authority. Resolutions shall become effective on the day of passage, upon adjournment of the Meeting, unless otherwise stated in the Resolution.	Renumbering only.
	<b>5 - Standing Committees</b>	<b>6 -- Standing Committees</b>	
	The Authority may establish such standing committees as it deems desirable and discontinue the same at its pleasure. The Resolution shall set forth the number of members of the committee not to exceed three (3), never to constitute a quorum, and shall set forth the powers and duties of the committee subject to the limitations set forth in Section 7. The members of each such committee shall be appointed by the Chairperson. The Chairperson shall also designate the Chairperson of the Committee. Members of Standing Committees are allowed to fully participate and vote on all standing committee items whether physically or electronically present.	The Authority may establish such standing committees as it deems desirable and discontinue the same at its pleasure. The Resolution shall set forth the number of members of the committee not to exceed <b>FOUR</b> , never to constitute a quorum, and shall set forth the powers and duties of the committee subject to the limitations set forth in Section 8. The members of each such committee shall be appointed by the Chairperson. The Chairperson shall also designate the Chairperson of the Committee. Members of Standing Committees are allowed to fully participate and vote on all standing committee items whether physically or electronically present.	Renumber section and remove duplicate numbering in text. <b>Discuss changing maximum committee size from THREE to FOUR to increase participation opportunities.</b>
	<b>6 - Special Committees</b>	<b>7 -- Special Committees</b>	
	The Chairperson may establish such special committees as are deemed desirable, and may discontinue the same at the Chairperson's pleasure. The Chairperson shall specify the number of members, not to exceed three (3), never to constitute a quorum, shall appoint the members of the committee, shall designate the Chairperson of the committee and shall determine its duties and powers subject to the limitations set forth in Section 7.	The Chairperson may establish such special committees as are deemed desirable, and may discontinue the same at the Chairperson's pleasure. The Chairperson shall 1) specify the number of members, not to exceed <b>four</b> and never to constitute a quorum; 2) appoint the members of the committee; 3) designate the Chairperson of the committee; and 4) determine the committee's duties and powers subject to the limitations set forth in Section 8.	Renumber section and remove duplicate numbering in text. <b>Discuss changing maximum committee size from THREE to FOUR to increase participation opportunities.</b>
	<b>7 - Nature of Committees Generally</b>	<b>8 -- Nature of Committees Generally</b>	
	The responsibilities of all Standing and Special Committees shall be advisory and/or investigatory in nature and shall provide all proposed actions, if any, with a recommendation, if any, to the entire Authority Board for disposition.	The responsibilities of all Standing and Special Committees shall be advisory and/or investigatory in nature and shall provide all proposed actions, if any, with a recommendation, if any, to the entire Authority Board for disposition.	Renumber section.
	<b>8 - Public Comment</b>	<b>9 -- Public Comment</b>	
	The Chairperson will call for public comment to be conducted at the beginning and end of each meeting and noted on the agenda. A three (3) minute time limit will be imposed on each speaker for the public comment period at the start of the meeting and a three (3) minute time limit for each speaker for the comment period at the end of the meeting.	The Chairperson will call for public comment to be conducted at the beginning and end of each meeting and noted on the agenda. A three-minute time limit will be imposed on each speaker for the public comment period at the start of the meeting and a three-minute time limit for each speaker for the comment period at the end of the meeting.	Renumber section.
IV -- Fiscal Year		IV -- Fiscal Year	

Bylaws Dated 7/18/17 Last Revised 3/16/21		<b>BY-LAWS OF THE STATE OF MICHIGAN VETERANS' FACILITY AUTHORITY</b>
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ARTICLE	CURRENT LANGUAGE	PROPOSED LANGUAGE 2023	RATIONALE
	The fiscal year of the Authority shall be any twelve (12) consecutive calendar months commencing with the first day of October and ending the last day of the following September or such other twelve (12) consecutive calendar month period as the Authority may designate by Resolution.	The fiscal year of the Authority shall be twelve consecutive calendar months commencing with the first day of October and ending the last day of the following September or such other twelve consecutive calendar month period as the Authority may designate by Resolution.	Remove duplicate numbers. Strike "any" from the first clause because the months are specified.
		<b>V -- Indemnification and Nonliability</b>	
		The directors and officers of the Authority shall be indemnified by the Authority to the fullest extent permissible under the laws of the State of Michigan. The directors and officers shall not be personally liable for the debts, liabilities, or other obligations of the Authority.	add indemnification language. <b>Verify this clause with the AG.</b>
		<b>VI -- Conflicts of Interest, Code of Conduct, and Gifts</b>	
		The members and officers of the Authority shall perform their duties in a legal and ethical manner, observing the highest standards of integrity and business ethics. Members and officers must adhere to, and annually acknowledge, the MVFA Code of Conduct, the MVFA Conflict of Interest Policy, and the MVFA Gift Acceptance Policy.	Members should annually review these critical policies to ensure that their conduct is in compliance with policy, applicable laws and regulations.
<b>V -- Amendments</b>		<b>VII -- Amendments</b>	
	These Bylaws may be amended by Resolution duly adopted by the affirmative vote of a two-thirds majority of the Members present and eligible to vote at any meeting, provided that there is a quorum of members present, and that notice of intention to present such Resolution shall be given at least three (3) days in advance of the scheduled Meeting. Such notice may be given by any manner. Advance notice of motions to amend the proposed amendments to the Bylaws need not be given.	These Bylaws may be amended by Resolution duly adopted by the affirmative vote of a two-thirds majority of the Members present and eligible to vote at any meeting, provided that there is a quorum of members present, and that notice of intention to present such Resolution shall be given at least three days in advance of the scheduled Meeting. Such notice may be given by any manner. Advance notice of motions to amend the proposed amendments to the Bylaws need not be given.	Renumber article and remove duplicate numbering in the text.
<b>VI -- Suspension of Bylaws</b>		<b>VIII -- Suspension of Bylaws</b>	
	Any and all of the provisions of the bylaws, except Article 5 and those required by state law, may be suspended by unanimous consent of the Members, present and eligible to vote at any Meeting of the Authority.	Any and all of the provisions of the bylaws, except Article VII and those required by state law, may be suspended by unanimous consent of the Members present and eligible to vote at any Meeting of the Authority.	Renumbering  Removed the comma after "Members" because it is not included in the preceding section and the intent is the same. If this section is intended to be interpreted differently, then suggest alternative wording for clarity.
	<i>Revision History</i>  <i>Revised December 10, 2019, Article II, Section 3</i> <i>Revised March 16, 2021, Article I, Section 3, Office of Authority</i> <i>Revised March 16, 2021, Article III, addition of Section 8</i>	<i>Revision History</i>  <i>Revised December 10, 2019, Article II, Section 3</i> <i>Revised March 16, 2021, Article I, Section 3, Office of Authority</i> <i>Revised March 16, 2021, Article III, addition of Section 8</i> <i>Revised _____</i>	



**Michigan Veteran Homes**

*A Place of Honor & Compassion*

***Columbaria  
Capital Campaign***

***August 22, 2023***





## Case for Support

# Telling the Story of Michigan Veteran Homes at Grand Rapids (MVHGR)

- MVHGR has been interring resident veterans and their loved ones on the same property since the post-Civil War era.
- The cemetery is nearly out of space.
- Building “up” is a necessity for future interments, and the longevity of MVHGR’s cemetery
- A ***columbaria project*** is necessary to ensure onsite interment for future generations of veterans and their loved ones, ... and it’s not in the State of Michigan’s omnibus budget plans.





## By the Numbers

- Approx. remaining cremains sites: 15
- Approx. remaining full-body burial sites: 350
- Approx. currently interred: 5,200
- Approx. burials past 5y: 1.5 /mo
- Avg deaths/mo (past 6+ mo):
  - GR: 5.7; DJ: 11.4; CT: 6.8
- MI veteran population:
  - Today: 516k
  - 2030: 429k
  - 2040: 329k
  - 2050: 268k
- Parallel Work Toward State Veteran Cemetery by MVAA / DMVA



## Capital Campaign Objectives

### **Provide a Resting Place of Honor through the Generosity of Community**

- The objective of the capital campaign is to raise the necessary private gifts in order to complete phase(s) 1(-?) of the Columbaria Project, ultimately allowing veteran interment on the Grand Rapids Campus for generations to come.
- Raise \$\_\_\_\_\_ in private gifts to achieve that goal.





## Phased Project (potential)

- Ph. 1:
  - Columbarium w/500 niches
  - Restroom facility
  - Committal shelter
  - Signage
  - Fencing (wrought iron)
  - Asphalt parking
- Ph. 2:
  - 2<sup>nd</sup> Columbarium w/500 niches
  - Additional parking
- Ph. 3:
  - Six Columbarium w/100 niches
  - Four Columbarium w/50 niches





# Critical Factors for Success

## **Committed Leadership across the organization.**

- MVFA Board Members will be instrumental – through relationships, in the quiet phase specifically – in securing major gifts and achieving the Quiet Phase funding goal (50%-70% of total goal).
  - *“Time commitment will be a big consideration here and is worth emphasizing. It’s critical that everyone in your organization understands that capital campaign assignments are big, months- or years-long assignments that will change how your organization operates. Everyone, including board members and other organizational leaders, has to buy in to their assignment and be fully committed. Capital campaigns aren’t projects where your team members can simply cherry-pick how and when they want to help. They’re all-hands-on-deck efforts.”*
- A committed Campaign Committee Team.
- Cost estimates & Renderings: knowing what we need, and what we want it to be.
- A Plan.



## Gift Pyramid

Provide a Resting Place of  
Honor through the  
*Generosity of Community*



### **Patriot**

\$XX,XXX or greater

### **Eagle**

\$Y,YYY - \$XX,XXY

### **Warrior**

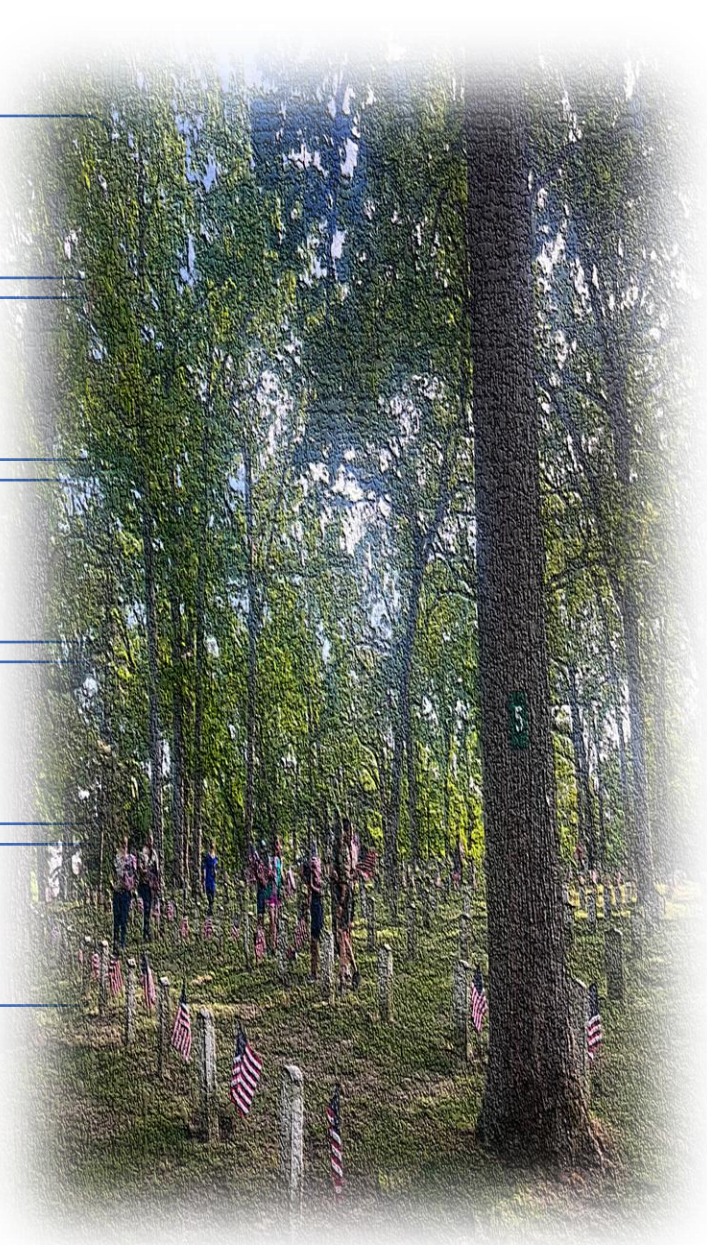
\$W,WWW - \$Y,YYW

### **Defender**

\$ZZZ - \$W,WWZ

### **Friend**

\$VV - \$ZZV





# Gift Levels

## Recognition Levels

Level	Amount		Thank You & Invite to Dedication	...	Plaque Inscription	By Name Recog. at dedication and in post- materials	Dinner Celebration Invitation	....
Patriot			X	X	X	X	X	X
Warrior			X	X	X	X	X	
Eagle			X	X	X	X		
Defender			X	X	X			
Friend of MVH			X	X				

# Gift Levels

## Building a Legacy Through Giving

Gift Amount	# of Gifts	# of Prospects	Cumulative Total



# Communications & Marketing

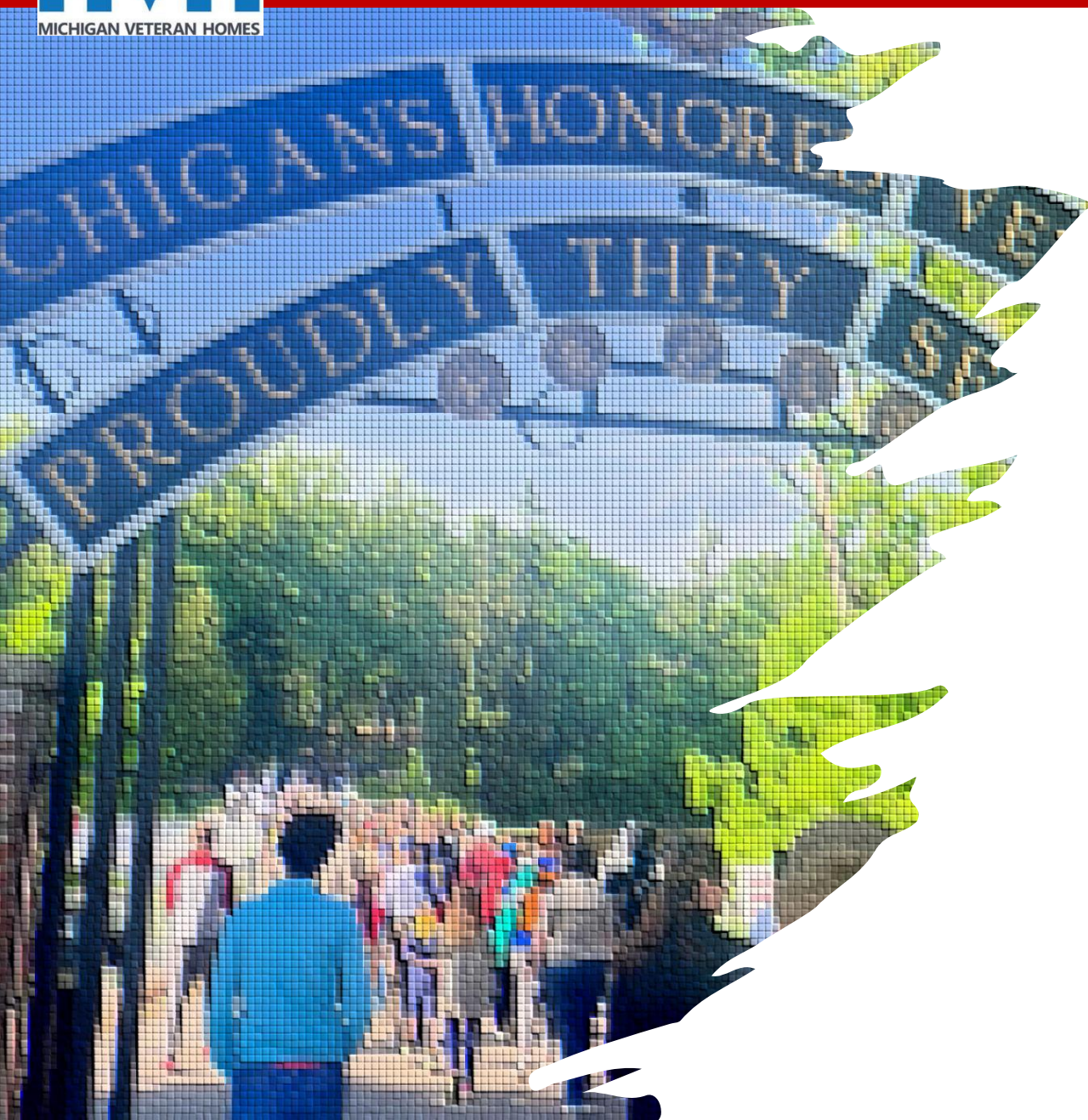
- Graphic Packet, with narrative
  - NEEDS: Project goal; Renderings; Designer
- Media Venues / Opportunities:
  - .....tbd
- Building “up” is a necessity for future interments, and the longevity of MVHGR’s cemetery
- A **columbaria project** is necessary to ensure onsite interment for future generations of veterans and their loved ones, ... and it’s not in the State of Michigan’s omnibus budget plans.



# Campaign Budget

- Goal: \$\_\_\_\_\_
- Anticipated Additional Costs:
  - \$\_\_\_\_\_ in Communications & Marketing Materials
  - \$\_\_\_\_\_ in Donor Gifts/Recognition
  - .....
- TOTAL ADDTL:





# Challenges to Overcome

- No donor management system / software
- All hands on-deck: Investment = Output
- No dedicated communications resource
- Timeline
  - Goal unknown/fluid; Need is fluid.
- No feasibility study
- Campaign represents \_\_\_ increase over average annual donated funds



# Next Steps

**If Approved to Move Forward by the Board**

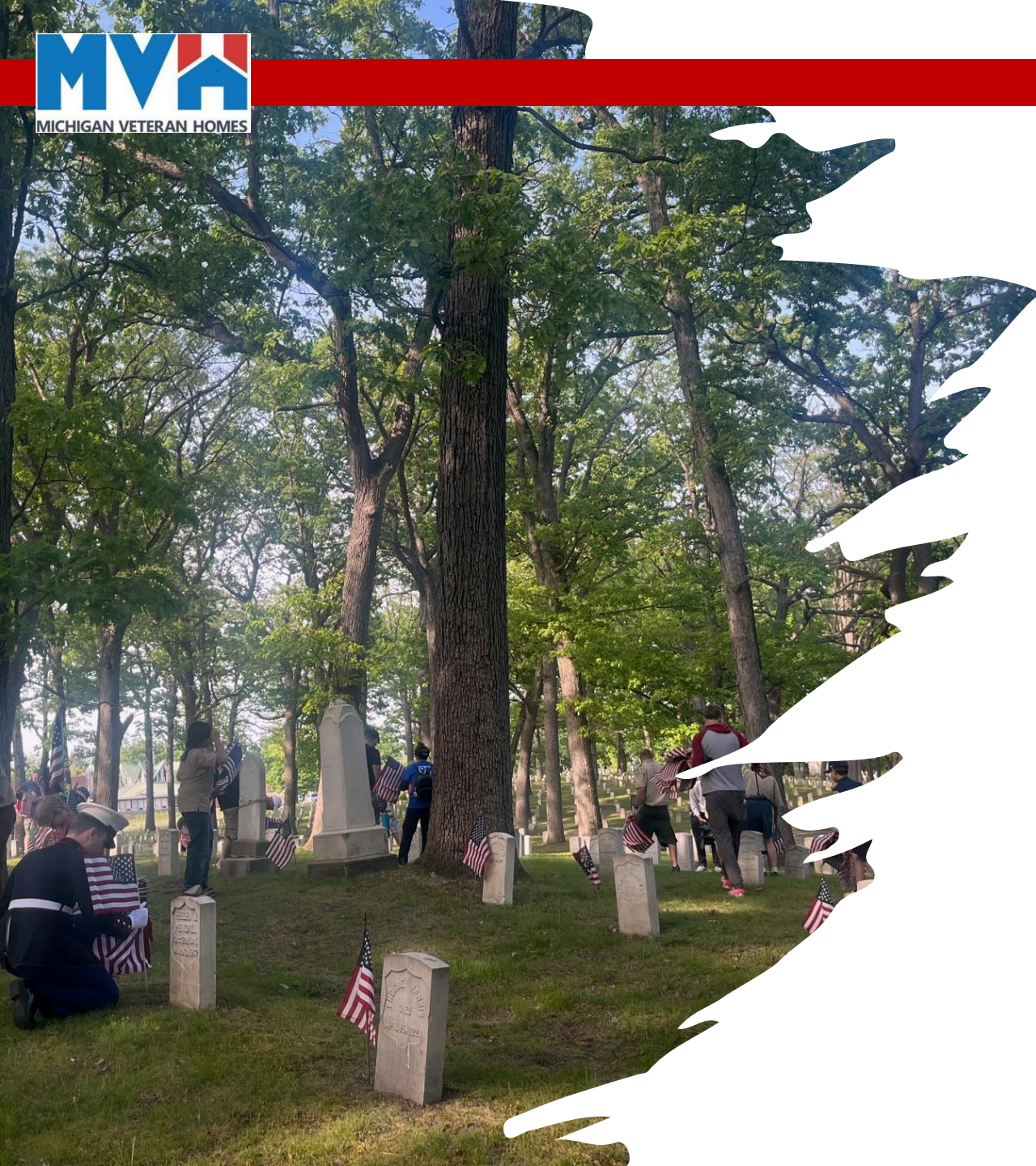
- **CAMPAIGN COMMITTEE MEETING**

- Late 2023
- Use entirety of MVFA Fund Development & Outreach Committee time for campaign planning & discussion.
- In the meantime....
  - Awaiting cost & renderings
  - Begin shell communication developments
  - Prospect identification / Research
  - Develop Punch List



# Additional Considerations

- MVH Mission & Purpose
- Industry
- Future State Veteran Cemetery(ies)?
- Investment / Budget
- ....dialogue & discussion





# Questions





To: MVFA Board of Directors  
From: Beth Simonton-Kramer  
Date: August 16, 2023  
Re: Request for Burial of Cremains

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### **BOTTOM LINE UP FRONT**

On June 11, 2023, Chaplain Bruce Kalish received the following request:

*To whom it may concern,  
My name is Jon Madsen. My father (Henry Madsen) and mother (Jean Madsen) are buried at the Monroe VA facility cemetery.  
Recently my brother passed away in Cambodia and my sisters and I would like to bury his ashes next to our parents.  
Sincerely,  
Jon Madsen*

On June 12, 2023, Chaplain Kalish responded to Mr. Madsen stating that his request will be presented to the Michigan Veterans Facility Authority for approval.

### **NEXT STEPS**

The MVFA Board of Directors will consider the request by Mr. Madsen. Chaplain Kalish will notify Mr. Madsen of the Board's decision.



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
**MICHIGAN VETERAN HOMES**  
LANSING

ANNE ZERBE  
EXECUTIVE DIRECTOR

TO: MVFA Board of Directors

FROM: Steve Rolston, COO

DATE: 8/22/23

RE: Charitable Support Fund Reimbursement Request

On April 29, 2023, Kenneth Roehm, a Vietnam Veteran, passed away as a member of MVH at DJ Jacobetti. One of his personal items remaining at the Home was a power wheelchair known as a Jazzy 14 Elite, which Kenneth's wife, Judy, stated cost \$2,500 at time of purchase. Kenneth hadn't utilized his power chair in approximately 14 months due to safety concerns and upon his passing, the power chair could not be located when being attempted to be returned. When a personal item needs replacement due to the cause of the State (lost/stolen/missing/broken, etc.), an official process is used known as "Filing a Claim Against the State of Michigan" which is governed by MCL 600.6419. This process involves:

- Value less than \$1,000: Claim Form DTMB-1104 is completed and reviewed by the State Administrative Board for legitimacy. If approved, depreciation is applied, and operational funds will be used to reimburse the member of the public for the loss. Only present value is reimbursed, not replacement value.
- Value greater than \$1,000: The member of the public may file a claim for \$999.99 and use the Claim form above or they may choose to file a claim with the Michigan Court of Claims. The member of the public must file the claim, we do not.

In conjunction with the above process, the MVFA Board Policy MVFA-GEN - Charitable Support Fund outlines which types of expenditures are authorized in support of our members. Please note that in Section 4, these types of expenses are authorized:

- (c) Equipment for the benefit of members
- (j) Medical needs (such as physician and related expenses including durable medical equipment), where the member is indigent and does not have adequate resources to pay, subject to administrator approval.

Mr. Roehm was on Medicaid and had \$304 in his trust account at the time of his passing as it related to item (j) noted above.

Current replacement value of this power wheelchair is \$3,694 as found on [www.spinlife.com](http://www.spinlife.com). At this time, MVH has not received documentation of the original purchase which would be necessary to reimburse.

This information is being provided to review this unique situation and determine how the Board would prefer to move forward. Thank you for your consideration.