



## Board Meeting

Time: September 18, 2018 @ 10:00 AM - 12:30 PM EDT

Location: MVAA HQ - 222 N. Washington Ave. Lansing, MI 48933

Description:

Section	Agenda Item	Presenter	Page
1	Pledge of Allegiance		
2	Attendance Roll Call		
3	Approval of Minutes from July 17, 2018 Meeting		
4	Public Comment (please limit comments to three minutes)		
5	Housekeeping:	Anne Zerbe	
	i) FY '19 Meeting Schedule Review	Anne Zerbe	
	ii) MVFA New Positions Update	Anne Zerbe	
	iii) Hiring of Independent Legal Counsel	Jim Redford	
	iv) MVFA Webpage & Inquiry Response Templates	Anne Zerbe	
	v) Health System Update	Laurie McCullough-Benner	
6	Executive Committee:	Jim Redford	
	i) Strategic Planning Update	Steve Struthers	
7	Finance Committee:	Spencer Hoover	
	i) Independent Bank Accounts Establishment	Spencer Hoover	
	ii) Legislative Budget Update	Anne Zerbe	
8	Governance Committee:	John Thorhauer	
	i) Board Policies for Development	John Thorhauer	
9	Building & Facilities Committee:	David Henry Jr.	
	i) TowerPinkster Update (Construction)	Anne Zerbe	
10	Board Comments		
11	Public Comments (please limit comments to five minutes)		
12	Adjournment		

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

July 17, 2018  
10:00 a.m.

**PROPOSED MINUTES**

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

**1. Pledge of Allegiance**

**2. Attendance roll call**

Chair Redford called for a roll call of members present. The following were present: Chair Jim Redford, David Henry, Mary Naber (present at 10:10 am), David Rutledge, MaryAnne Shannon, John Thorhauer, and Larry Yachik. The following were absent: Spencer Hoover and A. Rocky Raczkowski.

**3. Approval of Minutes**

*Yachik, seconded by Shannon, motioned to accept the meeting minutes dated June 19, 2018 as presented. The motion passed 6-0.*

**4. Public Comment**

There was none.

**5. Housekeeping; FY'19 Meeting Schedule Review, Health System Update, Review of Video Conference Voting & MOUs, Position Updates**

Phil Yeiter indicated that the only feedback he had received regarding the FY 2019 meeting schedule was from John Thorhauer. Any additional feedback should be submitted to Patty Altimore prior to the September meeting. Open Meetings Act requires an annual (calendar or fiscal) meeting schedule be adopted prior to the calendar of fiscal year.

MaryAnne Shannon suggested that the MVFA board meetings should be conducted in various locations around the state; both from a publicly accessible standpoint and fundraising/development perspective. John Thorhauer proposed conducting the MVFA meetings in the communities where the new construction will occur; Macomb County/Livingston County/ Kent County. David Rutledge suggested tabling the discussion, with Larry Yachik echoing the recommendation. MaryAnne Shannon emphasized the importance of listening to veterans from across the state, transparency of actions, and expressed concern with the meeting time.

*Rutledge, seconded by Henry, moved to approve the proposed meetings schedule as presented. The motion passed it passed 6-0.*

Laurie McCullough-Benner provided MVHS updates to include the OAG audit, CMS certification, and the development of new financial statements for the homes. She added that a candidate has been selected for the Clinical Operations & Quality Administrator position. David Henry inquired as to the status of the DJJHV's CMS certification. Laurie McCullough-Benner stated that the certification process should be complete within the next three weeks, and the Board of Managers will conduct a special meeting to finalize administrative rules prior to certification.

Chair Redford presented a brief introduction of Michelle Byra and Josh Booth from the State of Michigan Attorney General's Office. Ms. Byra stated there are currently two issues under research; separate public locations and voting via telephone. Her team will review the current MOUs that are in place which may need to be revised. A Memo of Advice will be submitted which defines the responsibilities of the MVFA, DMVA, MVAA. This memorandum will address which staff are utilized by the MVFA board, how they are utilized, any detection of overlap, and the review of the financial reimbursement process.

Chair Redford provided an update on the MVFA open positions. The Transition Support Executive (Level 17) position is posted and will close on July 23, 2018; the other two positions should be posted later this week. Candidates utilized Indeed.com and the State of Michigan platforms for the application process. Chair Redford encouraged the interview panel for this position (Thorhauer, Naber, McCullough-Benner, Redford) to define the criteria used to screen the applicants.

#### **6. Building & Facilities Committee: TowerPinkster Update, Architecture, Design and Site Plan Review**

Anne Zerbe introduced the architects from TowerPinkster, Rob Courter and Adam Doubblestein .

Mr. Courter presented site plans for the proposed new-home builds on the Grand Rapids site, Seville site, and Maxey site, and stated that the EPA has approved construction on all three sites. TowerPinkster is starting to build budgets with Christman Construction and finalizing plans. Chair Redford presented the possibility of groundbreaking at the Grand Rapids Home as early as March 2019.

Larry Yachik indicated that he recognizes the tremendous amount of work being done, and Chair Redford recognized the Health System Team for their efforts.

David Henry inquired as to when the next phase of project will begin. Chair Redford stated that the MVHS and MVAA staff will be working with Accenture to study possible ideas and drill downs.

#### **7. Executive Committee: Strategic Planning Update**

Chair Redford indicated that the Executive Subcommittee will be meeting the week of August 20th; this subcommittee will be the liaison between Accenture and the MVFA.

Lisa Cawley from Accenture provided an overview of the Strategic Plan process. This 8-week process involves obtaining information and providing internal processes to best serve veterans. The project will include a strategy plan, an action plan, and will conclude with a 2-day workshop.

#### **8. Finance Committee; State Budget Office Workgroup Update**

Phil Yeiter reported that the Finance Workgroup will meet this Friday to discuss the framework for the required accounts and transparency issues. The MVFA accounts will be audited by the Auditor General beginning in October.

Chair Redford recognized the hard work and professionalism exhibited by Phil Yeiter while serving the MVFA. Mr. Yeiter will be leaving the MVAA on July 20, 2018 to fill the role of Government Relations Lead with Spectrum/Priority Health.

#### **9. Governance Committee**

John Thorhauer, along with MaryAnne Shannon, are working on a "Board Attendance" policy, with a possible draft available at the next meeting. He reiterated that the MVFA should share policies with Michelle Byra and her team from the Attorney General's Office regarding "Conflict of Interest" for board members. Phil Yeiter will provide the OAG's team with the MVFA policies currently in place.

#### **10. Board Comments**

There were none.

#### **11. Public Comments**

Kellie Cody, State Veterans Facility Ombudsman, inquired if there will be designated smoking areas defined in the new homes. Chair Redford indicated that a decision has not yet been made on this issue.

Jack Devine, Vietnam Veterans of America, stated he hopes we're all concerned and alert given the recent events.

## **12. Adjournment**

*Rutledge, seconded by Yachik, motioned to adjourn at 11:51 am. The motion passed 7-0.*

The meeting was adjourned at 11:51 a.m.

James Robert Redford  
Board Chairman  
MVAA Director

Proposed