



MVH Board of Directors Meeting Agenda

August 18, 2020, 10:00 a.m.
via Microsoft Teams

| Agenda Item | | Time | Info/Action | Presenter |
|-------------|--|----------|-------------|----------------|
| 1 | Pledge of Allegiance | 10:00 am | - | David Henry |
| 2 | Attendance Roll Call | 10:00 am | - | David Henry |
| 3 | Adoption of Agenda for August 18, 2020 | 10:00 am | Action | David Henry |
| 4 | Public Comment (limit to 3 minutes) | 10:05 am | - | David Henry |
| 5 | Approval of Proposed Minutes | 10:10 am | Action | David Henry |
| 6 | Committee Updates: | 10:15 am | - | David Henry |
| | i. Appointment of Board Committee Members | | Information | David Henry |
| | ii. Executive Committee | | Information | David Henry |
| | iii. Budget and Financial Oversight Committee | | Information | Brad Slagle |
| | iv. Facility and Capital Improvement Committee | | Information | Henry Boutros |
| | v. Governance and Policy Development Committee | | Information | David Rutledge |
| | vi. Outreach and Fund Development Committee | | Information | Larry Yachcik |
| 7 | Old Business: | 11:00 am | - | David Henry |
| | i. Update on Response to COVID-19 | | Information | Anne Zerbe |
| | ii. Update on MI Safe Open Plan | | Information | Anne Zerbe |
| 8 | New Business | 11:30 am | | David Henry |
| | i. Introduction of New Administrator Jennifer Manning | | Information | Steve Rolston |
| | ii. Update on the Domiciliary Unit at the DJJHV | | Information | Steve Rolston |
| | iii. The use of Post Funds for an Art Consultant for the New Homes | | Information | Anne Zerbe |
| | iv. Update on New Homes Construction | | Information | Mike Hassan |
| 9 | Public Comments (limit to 5 minutes) | 12:00 pm | - | David Henry |
| 10 | Board Comments | 12:15 pm | - | David Henry |
| 11 | Adjournment | 12:30 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 NOTICE 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

June 16, 2020

10:00 a.m.

PROPOSED MINUTES

A meeting of the Michigan Veteran Homes (MVH) Board of Directors was called to order at 10:05 a.m. by Chair David Henry. The meeting was conducted at the construction site of the future Michigan Veteran Home in Chesterfield Township. This meeting was conducted in conjunction with the MVH Board of Managers meeting.

1. Pledge of Allegiance

2. Attendance Roll Call

Chair David Henry called for a roll call of members present.

The following MVH Board of Directors were present: Zaneta Adams, Henry Boutros (via telephone), David Henry, Mary Naber, Ken Robbins, David Rutledge, MaryAnne Shannon (via telephone), Brad Slagle, Larry Yachcik

MVH Board of Managers: James Ausdemore, Deborah Chambers (via telephone), Robert Johnson, Harold Mast (via telephone), Shane Preston

MVH Executive Leadership Team: Anne Zerbe, Steve Rolston, Fred Schaible, Tracey Nelson (via telephone), Ron Oja (via telephone), Niki Wheeler (via telephone), Melissa Velie (via telephone), Mike Hassan, and Patty Altmore

Guests (in-person): Laura Birchmeier, Daniel Acciavatti, Karen Gharbie

Guests (via telephone): Christine Apostol, Erica Bobrowski, Corey Doan, Sean Depuydt, Betty Pike, Assistant Attorney General Katie Waskiewicz, et al.

3. Approval of Proposed Agenda

Rutledge, seconded by Adams, motioned to accept the meeting agenda dated June 16, 2020 as presented. The motion passed 9-0.

4. Public Comment

None

5. Approval of Proposed Minutes Dated May 6, 2020

Slagle, seconded by Yachcik, motioned to accept the meeting minutes dated May 6, 2020 as presented. The motion passed 9-0.

6. New Board Business

Chair Henry called for nominations for the position of treasurer for the Michigan Veteran Board of Directors, reiterating that secretary and treasurer positions could be served by one member.

Henry, seconded by Rutledge, nominated Brad Slagle for the position of treasurer. The motion passed 9-0.

Rutledge, seconded by Adams, motioned to close the nominations for the position of treasurer and elect Brad Slagle as the MVH Board of Directors Treasurer. The motion passed 9-0.

Chair Henry called for a motion to adopt the revised committee descriptions for the MVH Board of Directors.

Shannon, seconded by Naber, motioned to accept the revised committee descriptions as presented. The motion passed 9-0.

Chair Henry recommended the following board members to serve as committee chairs:

Facility and Capital Improvement – Henry Boutros
Budget and Financial Oversight – Brad Slagle
Outreach and Fund Development – Larry Yachcik
Governance and Policy Development – David Rutledge

Adams, seconded by Slagle, motioned to accept the recommended committee chairs as presented by Chair Henry. The motion passed 9-0.

Chair Henry opted to table the designation of board members to serve on the committees and will work collaboratively with the committee chairs in this effort.

7. New Business

Anne Zerbe presented an update on the Homes' response to the COVID-19 pandemic to include the current status of the isolation units, the availability of member and staff COVID-related statistics on the DMVA website, and the work accomplished thus far in creating a reopening plan. Steve Rolston added that IT options have been purchased for employee and visitor screening, along with signage for the activity and dining rooms. Anne Zerbe added that there has been frustration on behalf of caregivers and administrators regarding mandated furloughs and premium pay guidance from the Department of Civil Service. The MVH Leadership Team continues to work with DMVA Human Resources staff to receive clarification on these issues.

Chair Henry and Chair Johnson sent a letter offering support to furloughed staff. Larry Yachcik offered the board's support to the MVH Leadership Team to address the concerns of staff.

Anne Zerbe suggested that the board members read the draft of the MVH MI Safe Open Plan. As additional guidelines are incorporated into the draft, Ms. Zerbe will disseminate plan updates. She also stressed the need to get the members out of their rooms and to ensure their psychosocial needs are met. Chair Henry complimented the MVH Leadership Team on the content of the plan thus far.

Chair Henry asked Steve Rolston about the preplanning steps regarding the opening of the future Home in Chesterfield Township. Mr. Rolston stated that interviews are scheduled within the next few weeks for the Home administrator. He added that staffing plans are on hold until the Governor's Office determines if the staff will be State of Michigan employees or contracted employees. The first neighborhood in the Home is slated to open in February 2021, with CMS certification anticipated in April 2021.

A discussion was conducted amongst the board members regarding the utilization of State of Michigan employees versus contracted employees within the Homes.

Mike Hassan offered the board a review of the COVID-19 pandemic on construction efforts at the Homes. Construction of the Homes was shut down, per the Governor's executive order, March 25, 2020 through May 10, 2020. The Home in Chesterfield Township is slated to open in February 2021 and the new Grand Rapids Home for Veterans is estimated to open in April 2021.

Tours of both construction sites will be conducted within the next month for local officials, GRHV staff and members. Board members are encouraged to attend a tour in Grand Rapids; tour dates will be available in the near future. Mike Hassan is at the Grand Rapids construction site every Thursday and welcomes the board members to tour the site.

8. Public Comments

Daniel Acciavatti, Chesterfield Township Supervisor, stated that the township is proud of and wants to partner with the new veterans' home, emphasizing that the township is "all in". He also inquired as to the status of the bald eagles on the grounds. Mike Hassan stated that the eagles and their offspring are often seen by workers and their nest is surrounded by fencing for protection. Chair Henry thanked Supervisor Acciavatti for his willingness to partner with the new home.

Michigan Veterans' Facility Ombudsman, Corey Doan, stated that the Homes' staff has done a phenomenal job with members, as reflected by satisfaction survey feedback provided by members. He also stated that there is a 10-50 percent increase in turnover with contracted employees, and there are statistical differences with the quality of care.

9. Board Comments

Ken Robbins - commended the work performed by both boards and emphasized that there is a lot of work that goes into opening a new facility.

Larry Yachcik – the work accomplished so far could not have been completed without the efforts of Steve Rolston and Anne Zerbe.

Mary Naber – the MVH Leadership Team has demonstrated the ability to work well together and keep current with new issues. She suggested keeping the mission in mind and to create an environment of stability.

Chair Henry – The MVH Leadership Team has done an awesome job and needs to keep forging ahead.

David Rutledge – The partnership between the township and Home is important; keep communication ongoing.

Zaneta Adams – the staff has done a phenomenal job. Her one-year work anniversary is coming up and this process has been a rollercoaster. The Homes have a partnership with the MVAA, and the outreach campaign is changing to a regionally coordinated effort.

Brad Slagle – attended the National Association of State Veterans Homes in February. The Homes are well-received by Senator Gary Peters who was instrumental in the successful effort to increase funding for the State Veterans Home Construction Grant Program.

Larry Yachcik and Brad Slagle – They were tasked with coordinating donations for staff during the COVID-19 pandemic. They have met with DTMB and are making progress with this initiative.

MaryAnne Shannon – She echoed the strength of the MVH Leadership Team and reiterates the importance of outside partnerships.

10. Adjournment

Adams, seconded by Naber, motioned to adjourn the meeting. The motion passed 9-0.

The meeting was adjourned at 11:30 a.m.

Bradford Slagle,
MVFA Board Secretary



To: Michigan Veterans Homes Board of Managers
From: Steve Rolston, COO
Date: August 10, 2020
Re: D.J. Jacobetti Home for Veterans (DJJHV) Domiciliary

BOTTOM LINE UP FRONT

With the creation of and the ongoing requirement to maintain an established isolation unit, the ability for the DJJHV to provide domiciliary services is no longer possible. Currently, the domiciliary program serves five (5) members, a number that has not fluctuated much in the past five years (see attached chart). Domiciliary members were moved in mid-March from their rooms on the 3rd floor into open rooms on our skilled nursing units, enabling us to dedicate the entire 3rd floor as a COVID positive isolation unit. These five members do not require the level of services offered in our skilled nursing nor are we able to bill the VA at the standard per-diem for skilled nursing.

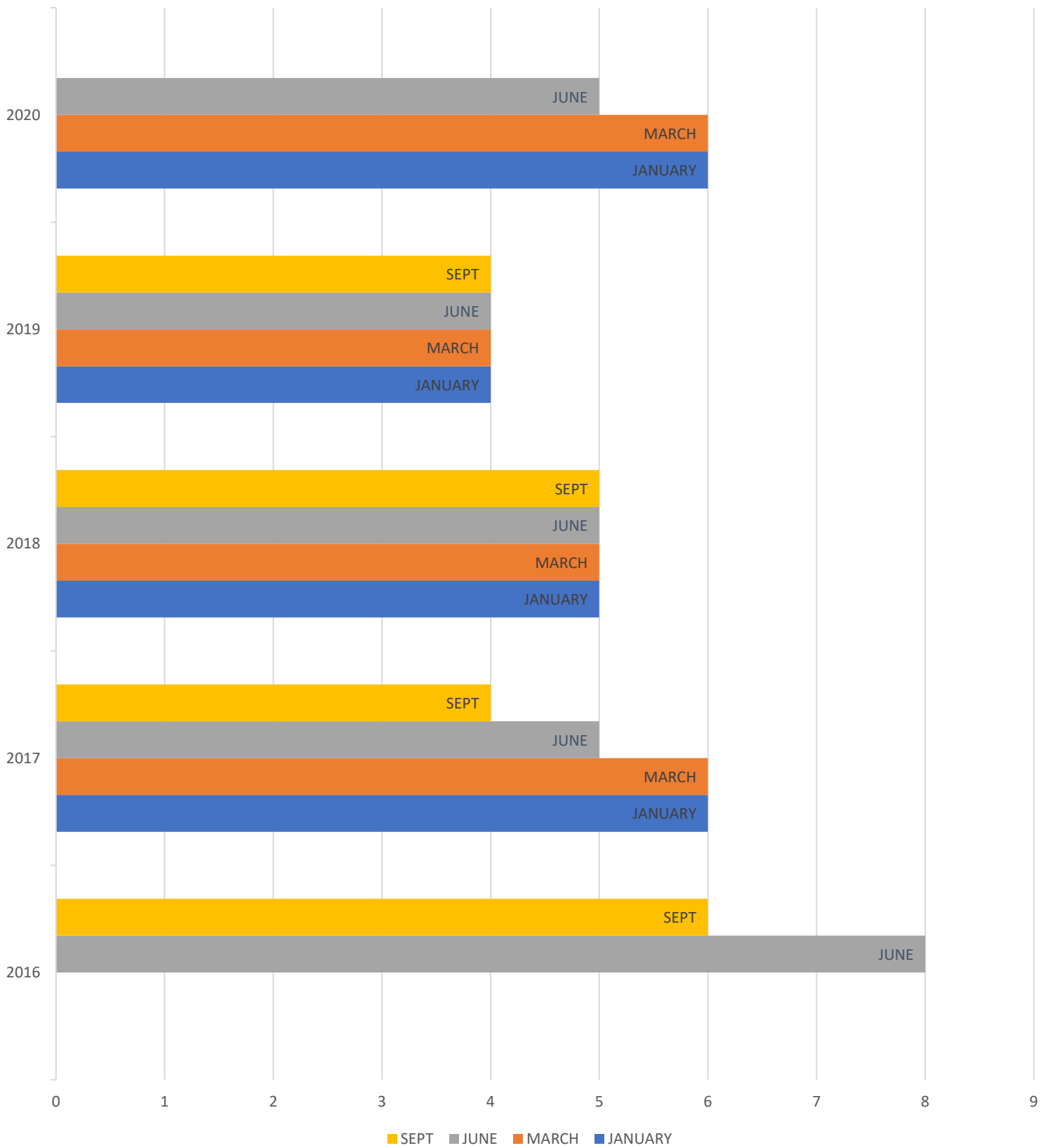
WHAT DOES THIS MEAN FOR THE FIVE MEMBERS?

We have met with the members and explained that the domiciliary services they knew pre-COVID will not continue to be offered at the DJJHV. If they choose to remain at the DJJHV, we will continue to serve them in the skilled nursing environment and bill the VA at the domiciliary rate. This plan is not ideal as the Executive Orders and regulations governing skilled nursing are extremely restrictive. Additionally, we will assist with discharge planning for any of the members who choose to live elsewhere.

HOW DOES THIS FIT WITH LONG-TERM PLANNING FOR MICHIGAN VETERAN HOMES?

The continuation of providing domiciliary services in Michigan has been questioned for some time. Currently, our long-term plans in Chesterfield Township do not include providing domiciliary services nor does the new building in Grand Rapids have a domiciliary option. The existing buildings may allow for the provision of services, but this may very well be hindered by budgetary challenges. Many state veteran homes are choosing to discontinue providing domiciliary services due to funding shortages and recently enacted regulatory changes that require additional staffing.

DOMICILIARY MEMBERS 2016 - 2020





To: Michigan Veterans Homes Board of Managers
From: Anne Zerbe, Executive Director
Date: August 12, 2020
Re: Utilizing Post Funds for Art Consultant for New Facilities

BOTTOM LINE UP FRONT

In order to ensure the new facilities are properly finished with artwork that is consistent with design goals and plans, it is necessary that an art consultant be obtained to complete a comprehensive review of all existing artwork and to determine what is needed in regard to new acquisitions. State Building Authority projects do not allow for these costs to be included as an allowable project cost. Due to the current budget challenges facing the state, General Fund revenue is not available. With this in mind, I am recommending that we use up to \$50,000 in GRHV Post Funds to cover the cost of this consultant.

WHY IS THE NEEDED?

MVH needs a professional art consultant to develop a plan of what areas of the new Michigan Veteran Homes need artwork to make them more appealing and provide a homelike feel for residents, staff, visitors, and family members. The art consultant uses his/her knowledge of art and design to select pieces of art, either from current inventory or new, that will create the overall mood the MVH desires to achieve. The consultant will identify the specific artwork and the spaces in the new homes in such a way that will be an effective wayfinding memory jogger for residents and their families. They also make recommendations on framing, which allows the artwork to flow perfectly in specific spaces. This position will be a non-state employee hired through SFCS, which is the interior design firm working under TowerPinkster.

WHAT IS THE COST?

We are requesting the MVH Board of Managers to authorize an amount, not to exceed \$50,000, from GRHV's Post Fund "unrestricted donations". The current balance of these unrestricted donations is \$398,744. This would be an appropriate expenditure of these funds, as it will enhance the facilities for the benefit of future residents at the new Homes. Additionally, we would recommend that as the Facility Authority ramps up its charitable fundraising activities, this \$50,000 will be reimbursed back in the fund when possible.

ACTION ITEM:

Recommend that the MVH Board of Managers approve an amount not to exceed \$50,000 from GRHV's Post Fund "unrestricted donations" for the purpose of hiring an art consultant.

New Home For Veterans Construction Update



Mike Hassan
18 August 2020 Board Meeting

Chesterfield Construction Update

Contract Metrics:

- Contract No. DTMB Y-18243
- Contract Award Amount \$65.5M
- Committed Contract Amount \$65.5M
- Award Date 26 April 2019
- Estimated Completion Date Jan 2021
- Project Progress (As of 31 July 20) **75% Compl/75% Schld**

Cost ● Schedule ● Quality ● Overall ●

- Manhours w/o LT incidents: **237,454** (as of 31 July 20) ●
- Veterans participation: **29** Vets & **1** major trade Contract
- 8 SBA Contracts: 6 SBA, 1 MOSB and 1 WOSB

Issues & Challenges:

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

Way-Ahead:

- FFE procurement with HPS (Equipment, Furniture, and Window covering) ongoing proposals
- Status of Office Furniture contract with DBI
- HPS Equipment proposals in hand, finalizing our comments
- Work with IT on software approvals
- Completed IT installation schedules
- Finalize and sign Comcast contract and set schedule

VA Reimbursement Progress: \$28,684,925.08 or 62.2%

- 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

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 Laura Birchmeier, (517) 241-7723



Contract Metrics:

- Contract No. DTMB Y-18242
- Contract Award Amount \$53.3M
- Current Contract Amount \$53.5M
- Award Date 26 April 2019
- Estimated Completion Date 13 April 2021
- Project Progress (As of 30 June 2020) **58% Compl/65% Schld**

Cost ● Schedule ● Quality ● Overall ●

- Manhours w/o LT incidents: **205,827** (5 Aug 2020) ●
- Veterans on the Job: **17 Veterans** (as of May 2020)
- 4 SBA Contracts: 2 VOSB, 1 WOSB, 1 MOSB

Issues & Challenges:

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

Way-Ahead:

- FFE procurement with HPS (Equipment, Furniture, and Window covering) ongoing proposals
- Status of Office Furniture contract with DBI
- HPS Equipment proposals in hand, finalizing our comments
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- Completed IT installation schedules
- Finalize and sign Comcast contract and set schedule

VA Reimbursement Progress: \$17,875,292.77 or 43.67%

- 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

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 Laura Birchmeier, (517) 241-7723





Significant New Construction Activities

➤ Current Activities – Chesterfield

- **Community Center:** MEP complete, paint/ceiling grid/Kitchen floor in progress
- **NE Neighborhood:** Drywall complete, ceiling grid and painting ongoing
- **SE Neighborhood:** MEP ongoing, drywall complete
- **SW Neighborhood:** Duct work and MEP ongoing, Drywall complete
- **NW Neighborhood:** Interior wall partition framing ongoing
- **Site Work:** Landscaping, Concrete sidewalks, and PT/OT Garden ongoing

➤ Current Activities – Grand Rapids

- **North Neighborhood:** Continue overhead MEP, metal & door framing ongoing
 - **South Neighborhood:** ongoing painting, bathroom shower/cabinet prep.
 - **West Neighborhood:** In-wall MEP and door framing/masonry backing
 - **East Neighborhood:** Install casework & solid surface countertops, bath flooring
 - **Community Center:** Continue drywall, Mech room, in-wall & overhead MEP
 - **Completed roofing, start exterior wall framing in North/West Connectors**
 - **Site Work:** Grading, topsoil, concrete sidewalks ongoing
 - **All buildings are dried in, and all retaining walls are complete**
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Project Photos - Chesterfield

➤ **July 2020 Activities**



Kitchen Appliance – 7/30/2020



Brick Veneer/CC Main Entrance – 7/30/2020



Bathing Suite Lift Track – 7/30//2020



Exercise Courtyard – 7/30/2020

Project Photos – Grand Rapids

➤ **July 2020 Activities**



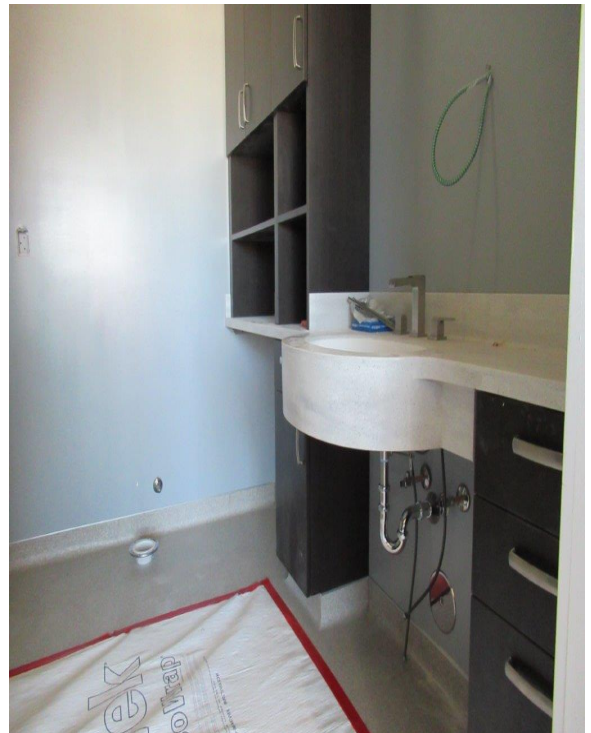
Fireplace @ Neighborhood - 7/30/20



Stone Veneer/Siding @ CC – 7/30/20



Communications Room – 7/30/20



Resident's Bathroom – 7/30/20

Projected Soft/Grand Opening Schedules

| | | | | | | | | | | | | | | | | |
|--------------|--------|--------|----------------------------------|---|--------------------------|--|--|--|---|---|---|---|-------------------------------|-------------------------------|--------|-----------|
| CHESTERFIELD | | | | | | | | | | | | | | | | 7/13/2020 |
| 20-Jun | 20-Jul | 20-Aug | 20-Sep | 20-Oct | 20-Nov | 20-Dec | 21-Jan | 21-Feb | 21-Mar | 21-Apr | 21-May | 21-Jun | 21-Jul | 21-Aug | 21-Sep | 21-Oct |
| | | | Racks & LAN drops/ports complete | | | | construction complete | | | SOFT OPENING (up tp 32 residents in one neighborhood) | | | GRAND OPENING (128 residents) | | | |
| | | | | 10/1 -WAN install 10/5 Switch installs start | 11/30 APN installs start | IT WAN, switches & APN hardware installs completed | IT phones/ printers/ laptop install completed for Soft Opening | | Remaining IT phones/ printers/ laptops install activities for Grand Opening | | | | | | | |
| | | | | | | | IT Applications installed/available & testing | | | | | | | | | |
| | | | | | | | New App ATO's completed/ approved | | | | | | | | | |
| Grand Rapids | | | | | | | | | | | | | | | | |
| 20-Jun | 20-Jul | 20-Aug | 20-Sep | 20-Oct | 20-Nov | 20-Dec | 21-Jan | 21-Feb | 21-Mar | 21-Apr | 21-May | 21-Jun | 21-Jul | 21-Aug | 21-Sep | 21-Oct |
| | | | | | | | Racks & LAN drops/ports complete | | | construction complete | | SOFT OPENING (up tp 32 residents in one neighborhood) | | GRAND OPENING (128 residents) | | |
| | | | | | | | 2/1 -WAN install 2/3 Switch installs start 2/15 APN installs start | IT WAN, switches & APN hardware installs completed | IT phones/ printers/ laptop install completed for Soft Opening | | Remaining IT phones/ printers/ laptops install activities for Grand Opening | | | | | |
| | | | | | | | IT Applications installed/available & testing | | | | | | | | | |
| | | | | | | | New App ATO's completed/ approved | | | | | | | | | |