



MICHIGAN VETERAN HOMES

MVH Joint Boards Meeting Agenda

November 17, 2020, 10:00 a.m.

via Microsoft Teams

Agenda Item		Time	Info/Action	Presenter
1	Pledge of Allegiance	10:00 am	-	David Henry
2	Board of Directors - Roll Call	10:00 am	-	David Henry
3	Board of Managers - Roll Call	10:00 am	-	Robert Johnson
4	Board of Directors - Adoption of Agenda	10:00 am	Action-MVFA	David Henry
5	Board of Managers - Adoption of Agenda	10:00 am	Action-BOM	Robert Johnson
6	Public Comment (limit to 3 minutes)	10:05 am	-	David Henry
7	Board of Directors - Approval of Proposed Minutes	10:10 am	Action-MVFA	David Henry
8	Board of Managers - Approval of Proposed Minutes	10:10 am	Action-BOM	Robert Johnson
9	Board of Directors - Committee Updates:	10:15 am	-	David Henry
	i. Executive Committee		Information	David Henry
	ii. Budget and Financial Oversight Committee		Information	Brad Slagle
	iii. Facility and Capital Improvement Committee		Information	Henry Boutros
	iv. Governance and Policy Development Committee - Smoking at the New Homes - Naming of the new Homes		Action-MVFA	David Rutledge
	v. Outreach and Fund Development Committee		Information	Larry Yachcik
10	Old Business:	11:00 am	-	David Henry
	i. Transition of Governance Update		Information	Fred Schaible
11	New Business:	11:30 am	-	David Henry
	i. Southeast Michigan Home for Veterans Start-Up Plan		Information	Jennifer Manning/ Steve Rolston
	ii. Post Fund Allotment Request for Challenge Coins		Action-BOM	Anne Zerbe
	iii. Board Meeting Dates for 2021		Action-MVFA	Anne Zerbe
	iv. Update on New Homes Construction		Information	Mike Hassan
12	Public Comments (limit to 5 minutes)	12:00 pm	-	David Henry
13	Board of Directors - Comments	12:15 pm	-	David Henry
14	Board of Managers - Comments	12:15 pm	-	Robert Johnson
15	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 NTOICE OF THIS MEETING WAS ALSO POSTED IN THE HALLWAY ADJACENT TO THE ADMINISTRATOR'S OFFICE OF THE D.J. JACOBETTI HOME FOR VETERANS IN MARQUETTE.



MICHIGAN VETERAN HOMES BOARD OF DIRECTORS MEETING

August 18, 2020
10:00 a.m.

PROPOSED MINUTES

A meeting of the Michigan Veteran Homes (MVH) Board of Directors was called to order at 10:30 a.m. by Chair David Henry. The meeting was conducted via Microsoft Teams due to Executive Order 2020-129. The commencement of the meeting was delayed approximately 30 minutes due to technical difficulties with the Microsoft Teams software. This joint boards 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: Henry Boutros, David Henry, Mary Naber, Ken Robbins, David Rutledge, MaryAnne Shannon, Brad Slagle, Larry Yachcik.
Excused absence: Zaneta Adams

MVH Board of Managers: James Ausdemore, Deborah Chambers, Robert Johnson, Shane Preston
Excused absence: Harold Mast

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

Guests: Laura Birchmeier, Erica Bobrowski, Tiffany Carr, Corey Doan, Sean Depuydt, Ryan Engle, Mary Openlander, Tammy Porter, Assistant Attorney General Katie Waskiewicz, et al.

3. Approval of Proposed Agenda

Chair Henry called for a motion to add "marketing contract" to the agenda as item #7iii.

Slagle, seconded by Naber, motioned to amend the meeting agenda to add "marketing contract" as item #7iii, and accept as amended. The motion passed 8-0.

THE PHOENIX BUILDING 5th FLOOR • 222 NORTH WASHINGTON SQUARE • LANSING, MICHIGAN 48933
MAIL: P.O. Box 30104, LANSING, MI 48909
www.michiganveterans.com

4. Public Comment

None

5. Approval of Proposed Minutes Dated May 6, 2020

Rutledge, seconded by Slagle, motioned to accept the meeting minutes dated June 16, 2020 as presented. The motion passed 8-0.

6. Committee Updates

Chair Henry called on board members to volunteer to serve on the MVH Board Committees which resulted as follows:

Executive Committee: Chair David Henry, Mary Naber, Brad Slagle, Anne Zerbe

Budget and Financial Oversight Committee: Chair Brad Slagle, Henry Boutros, Ken Robbins, Anne Zerbe

Facility and Capital Improvement Committee: Chair Henry Boutros, Brad Slagle, David Henry, Anne Zerbe

Governance and Policy Development Committee: Chair David Rutledge, MaryAnne Shannon, Zaneta Adams, Anne Zerbe

Outreach and Fund Development Committee: Chair Larry Yachcik, Brad Slagle, Anne Zerbe

Chair Henry encouraged committee members to complete their work outside of the meeting forum, and to report findings and present recommendations directly to the board. Committee chairs should submit any documentation for the board meeting packet to Patty Altimore, as requested.

7. Old Business

Anne Zerbe provided an overview of the Homes' response to the COVID-19 pandemic to include: weekly testing of staff, warm and hot COVID units at both facilities, daily updates with the MVH Leadership Team, updated CDC and MDHHS guidelines, employee screening, and PPE supplies.

Ron Oja, administrator at the D.J. Jacobetti Home for Veterans (DJJHV), was introduced to the board members by Steve Rolston. Mr. Oja was hired in March 2020, just as the COVID-19 pandemic hit Michigan. Mr. Oja provided a summary of the COVID-19 pandemic response at the Home. Administrator Tracey Nelson also presented COVID-19 related updates at the Grand Rapids Home for Veterans.

Mary Naber complimented the MVH Leadership Team on their continued support of the COVID-19 testing process for employees. Henry Boutros inquired as to which laboratories were conducting the employee testing at each of the Homes. Mr. Oja indicated that the State of Michigan Lab is processing the weekly COVID-19 testing for the D.J. Jacobetti Home for Veterans employees, with a turnaround time of 1-2 days. Ms. Nelson stated that NxGen in Grand Rapids processes the laboratory testing for the Grand Rapids Home for Veterans employees, with a turnaround time of 2 days or less.

Anne Zerbe also provided an update for the MI Safe Open Plan. She stated that she is waiting for the Task Force to make final recommendations to the plan, which are expected in late-August. Once finalized, the MI Safe Open Plan will be shared with board members.

As an added agenda item, Ms. Zerbe provided a summary of the MVH website development by Brogan and Partners. She stated that the MVH Leadership Team is currently reviewing the wireframes and the product is scheduled to be sent to the State of Michigan in mid-September for development. Board members will receive a draft of the website prior to it going live.

8. New Business

Steve Rolston introduced Jennifer Manning to the board as the administrator for the future Southeast Michigan Home for Veterans. Jennifer provided a brief overview of her experience and is excited to be part of the team.

Steve Rolston provided background information regarding the status of the domiciliary at the D.J. Jacobetti Home for Veterans. The current domiciliary unit has been transformed into a COVID-19 warming unit and isolation unit. The five domiciliary members at the Home were informed of the discontinuation of services due to limited funding and increased regulations. The members have been moved to the skilled nursing unit and will continue living in the unit or assisted with discharge planning. Mary Naber offered that the Homes may partner with other agencies to provide domiciliary services for veterans.

Anne Zerbe led a discussion requesting the use of post funds for art consultant services at the new Homes. The services will be designed to mesh some of the artwork already in place, while purchasing new items to provide a cohesive vision. Board members discussed a variety of options to include artwork donations and an area to showcase member art.

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

Mike Hassan presented an update on the construction status of the new Homes. Mr. Hassan also outlined the extra costs incurred due to construction delays from the COVID-19 pandemic.

Henry Boutros and Brad Slagle requested to meet with Mr. Hassan regarding furniture fixtures and other furnishing issues.

9. Public Comments

None

10. Board Comments

Ken Robbins – provided a thank you to the MVH Leadership Team for their continued support and hard work during the response to COVID-19. Mr. Robbins also welcomed Jennifer Manning to the team.

Larry Yachcik – echoed Mr. Robbins. Mr. Yachcik also inquired if donors are allowed to tour the construction sites as part of outreach and funding for the Homes. Anne Zerbe will work with Mr. Yachcik and Mr. Hassan in fulfilling these requests.

Brad Slagle – looks forward to meeting Administrators Ron Oja and Jennifer Manning in person. He also expressed concern if members are allowed visitors in the Homes. MVH leadership stated that no visitors are allowed at the Homes at this time except for window visits, virtual visits, upon approval of a member's IDT, hospice, and end of life visits.

MaryAnne Shannon – thanked the MVH Leadership Team for their COVID-19 responsiveness. Ms. Shannon also asked if there will be a place on the MVH website for administrators' bios and photos; Fred Schaible confirmed that the website will highlight the administrators of the Homes.

Mary Naber – thanked the entire MVH Leadership Team for their hard work and thoughtfulness.

Henry Boutros – echoed thoughts presented by the other members and welcomed Jennifer Manning to the team.

David Rutledge – none

Chair Henry – presented a question to Assistant Attorney General Katie Waskiewicz, who advised that she could speak with him following the meeting. Chair Henry also stated to Jennifer Manning that he has high expectations of her because she has signed on with a great team.

11. Adjournment

Naber, seconded by Slagle, motioned to adjourn the meeting. The motion passed 8-0.

The meeting was adjourned at 11:44 a.m.

Bradford Slagle,
MVFA Board Secretary



To: MVFA Board of Directors
From: MVFA Budget & Oversight Committee
Date: October 20, 2020
Re: Report to Board of Directors

The subcommittee held a meeting on October 1, 2020 with members: Robbins, Boutros, and Chair Slagle; staffers Schaible and Zerbe.

- Construction budget for new homes in Grand Rapids and SE Michigan are on track.
- The 2021 operational budgets are okay, but the State Budget Office included assumptions that may be too optimistic, so adjustments may be needed during the FY21.
- Donations to the MVH may commence on October 1, 2020. The committee concurs with the recommendation that donations be directed to existing accounts at the GRHV and the DJJHV, with conversion to a single account for MVH Charitable Donations underway. Accounting changes were established for FY21 effective October 1, 2020.



To: MVFA Board of Directors
From: MVFA Facility and Capital Improvement Committee
Date: October 5, 2020
Re: Report to Board of Directors

October 5, 2020
Start Time: 1:00 PM
End Time: 1:45 PM

Attendees:

Anne Zerbe
Brad Slagle
Henry Boutros

Brief Summary:

Members met to discuss the role and function of the Facilities Committee. After brief discussions and brainstorming, the members generated several ideas for the role of this committee which include:

1. Evaluate, prioritize, and communicate possible site locations for future MVH locations
 - a. Marquette
 - b. Detroit Metro Area
 - c. Flint
 - d. Saginaw
2. Provide consideration, perspective, and recommendations for future building configuration, such as: single story versus multiple, if construction site is limited in acreage, such as the Detroit market.
3. Assess, evaluate, and report to the MFVAB, opportunities for change and lessons learned from the current construction projects as they relate to construction, process, costs, etcetera.
4. Tour facilities under construction, to gain a perspective and appreciation for the process, while gathering information that may influence future decisions.
5. Confer with Mike Hassan prior to board meetings to obtain updates on progress.



To: MVFA Board of Directors
From: MVFA Governance and Policy Committee
Date: 11/04/2020
Re: Smoking Policy for New Homes

BOTTOM LINE UP FRONT

The MVFA Governance and Policy Committee met on November 2, 2020 to consider recommendations made by the MVH Leadership as it relates to smoking at the new Homes.

After consideration and discussion, the Committee recommends the following:

- Prohibit smoking entirely at the Chesterfield Township Home for Veterans. This would apply to members and staff, essentially creating a smoke-free campus.
- Instruct MVH Leadership to establish a date certain for smoking to cease at the new Grand Rapids Home for Veterans, and to work with impacted members on smoking cessation and tobacco alternatives, as necessary.

WHY IS THE NEEDED?

Throughout the COVID-19 pandemic, we have experienced many challenges and have had to adjust to the way we operate in order to ensure the health and safety of the members and staff at the Michigan Veteran Homes. Having to accommodate smoking during this time has only added to this already complex and difficult situation.

At multiple points during the pandemic, we have had to suspend smoking privileges in order to protect members and staff from exposure risks. Smoking is an aerosol-producing activity, which we know is the primary means of transmission for the virus. When members were allowed to resume smoking, a complex and staff-intensive scheduling process was established to best facilitate the ability for members to smoke, while also trying to protect them from potential exposure risks (maintaining social distancing, disinfecting area after each smoker, escorting members to area, etc.).

Another significant impact accommodating smoking has resulted in the need for dedicated staff to be “smoking attendants”. This takes individuals who would otherwise be assigned to provide direct care to members but instead has them serving in this role. We have received numerous complaints from staff who are assigned to this role and are concerned with the impact this has on staff morale.

We also know that most of the long-term care facilities, including all federal VA healthcare campuses, in the state are already smoke-free. We would then be following this currently established best practice at our new and existing facilities should the Board adopt this recommendation.

IMPACT TO MEMBERS?

Everything we do at the Homes is with the members' best interest in mind. Allowing for smoking has been a very important part of the members' lives. There are also arguments that some of the members' nicotine addictions tie back to their service when cigarettes were provided to them by the military.

However, we also know the health impacts that smoking has on the body. We already have established processes to help encourage smoking cessation through education and nicotine alternatives. Our focus should be on promoting healthy lifestyles whenever possible.

We also want to be very clear that we will not be denying admission to any of our Homes to a veteran or dependent based on the fact that they are a smoker. Rather, we will inform them up-front, prior to admission, of the established policies in place for the Home they are seeking admission to.

ACTION ITEM:

MVFA Board directs the MVH Leadership Team to establish the following policies as it relates to smoking:

- Prohibit smoking entirely at the Chesterfield Township Home for Veterans. This would apply to members and staff, essentially creating a smoke-free campus.
- Instruct the MVH Leadership to establish a date certain for smoking to cease at the new Grand Rapids Home for Veterans, and to work with impacted members on smoking cessation and tobacco alternatives, as necessary.



To: MVFA Board of Directors
From: MVFA Governance and Policy Committee
Date: November 4, 2020
Re: Naming of new Homes

RECOMMENDATION:

We are at the point where we need to finalize the process by which we will be naming the new Homes. The Governance and Policy Committee met to discuss recommendations made by the MVH Leadership which includes naming Homes after Medal of Honor recipients or the municipal location of the Home.

After thoughtful consideration, we recommend the Board select the following:

- Name the new Homes after the municipal location of the Home, i.e. Grand Rapids, Chesterfield Township., etc.
- Establish the following naming convention: Michigan Veteran Homes at Grand Rapids and Michigan Veteran Homes at Chesterfield Township.

ADDITIONAL GUIDANCE:

The Committee also recommends that the MVH Leadership work to establish naming policy recommendations for areas within the Homes. This could be tied to individuals wishing to donate to the Homes and paying recognition to the donation by naming a space after them. This recommendation should also include provisions for paying tribute to notable members or individual veterans from the community in which the Home is located.

Michigan Veteran Homes Board Meeting Southeast Michigan Facility Report

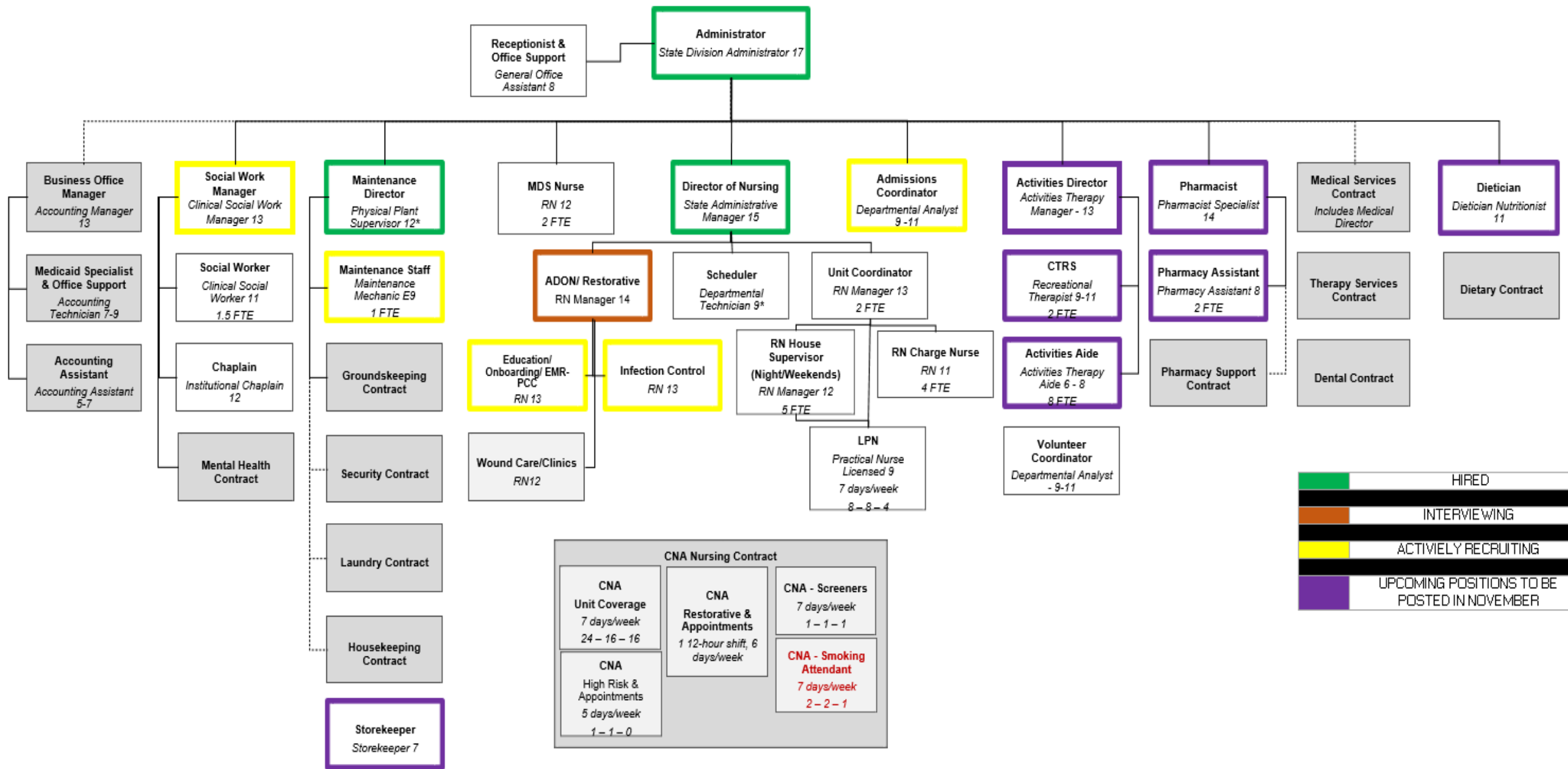
**Administrator: Jennifer Manning
November 17, 2020**



Occupancy of Building

- **Substantial Completion of Construction
December 18, 2020**
- **MVH Takes Occupancy
January 2021**
- **Soft Opening
April 5, 2021**





Recruitment

- **Timeline of Recruitment**
- **Continued Development of PDs**
- **Informal Market (Wage Analysis for CENAs)**

Maintenance Director: Physical Plant Manager 12 (1)	11/29/2020
Director of Nursing: State Administrative Manager 15 (1)	11/29/2020
Medical Director (1)	12/14/2020
Asst. Director of Nursing: RN Manager 14 (1)	12/14/2020
Maintenance Staff: Maintenance Mechanic E9 (1)	12/14/2021
Education/Onboarding: RN 13 (1)	1/4/2021
Infection Control: RN 13 (1)	1/4/2021
Admissions Coordinator:	2/8/2021
Dietician: Dietician Nutritionist 11 (1)	2/8/2021
Activities Director: Activities Therapy Manager 13 (1)	2/8/2021
Social Work Manager: Clinical Social Work Mgr. 13 (1)	2/8/2021
Pharmacist: Pharmacist Specialist 14 (1)	2/8/2021

Unit Manager: RN 13 MGR (1)	2/8/2021
CTRS: Recreational Therapist 9-11 (1)	2/15/2021
Pharmacy Assistant: Pharmacy Assistant 8 (2)	2/22/2021
Scheduler: Departmental Technician 9	3/1/2021
Activities Aide: Activities Therapy Aide 6-8 (2)	3/1/2021
MDS Nurse (1)	3/1/2021
Social Worker: Clinical Social Worker 11 (1)	3/1/2021
Volunteer Coordinator: Departmental Analyst 9-11	3/1/2021
Storekeeper: Storekeeper 7	3/15/2021
RN Charge Nurse: RN Manager 12 (3)	3/22/2021
LPN: Practical Nurse Licensed 9 (5)	3/22/2021
Wound Care/Clinics: RN 12 (1)	3/22/2021
Receptionist & Office Support	3/22/2021

Recruitment

- **Maintenance Director:**
Candidate has been selected and accepted position, DOH: November 29, 2020
- **Director of Nursing:**
Candidate has been selected and accepted position, DOH November 29, 2020
- **Assistant Director of Nursing and Maintenance Mechanic:**
Interviews are being scheduled
- **Medical Director:**
Position has been publicly posted for 30 days; development of an RFP for services is underway
- **Admissions Coordinator:**
Position was publicly posted on October 16, 2020 for 2 weeks:
Position posting is closed.
Resumes are being reviewed by Administrator
- **Infection Control Nurse**
Position was publicly posted on October 16, 2020 for 2 weeks:
Position posting is closed.
Resumes are being reviewed by DON and Administrator
- **Education/Onboarding Nurse**
Position was publicly posted on October 16, 2020 for 2 weeks:
Position posting is closed.
Resumes are being reviewed by DON and Administrator



Services Contracts

- Weekly meetings with Procurement:**

- Established each service level of priority (procurement), 1=HIGH, 2=MEDIUM, 3= LOW
- Establishing which contracts the Home will expand and use

Services Description	Priority 1 - High 2 - Medium 3 - Low	Estimated Required by Date	Existing Contract Y/N	Central Procurement or Agency	Existing Contract No.	Contract Vehicle New or Expand Existing?
CENA NURSING SERVICES	1	3/22/21	Y	Agency	511B6600073 511B7700003	Expand
FIRE ALARM MONITORING, TESTING & SERVICES	1	1/1/21	Y	Agency	#####	Expand
FOOD SERVICES	1	2/15/21	N	Central Procurement	-	New
GROUND SERVICES	1	1/1/21	N	Agency	-	New
HOUSEKEEPING	1	1/1/21	Y	CP	071B7700013	Expand
LAUNDRY SORTING SERVICES	1	3/1/21	y	CP	071B7700013	Expand
MEDICAL DIRECTORSHIP	1	3/22/21	Y	Agency	#####	New
PHYSICAL THERAPY	1	3/22/21	Y	Agency	511B6600005	Expand
PHYSICIANS AND EXTENDER SERVICES	1	3/22/21	Y	Agency	#####	New
RUBBISH REMOVAL SERVICES	1	2/1/21	Y	CP	071B7700134	Existing
SECURITY SERVICES	1	1/1/21	Y	CP	#####	Existing

Service Contract: Priority Level 2

Services Description	Priority 1 - High 2 - Medium 3 - Low	Estimated Required by Date	Existing Contract Y/N	Central Procurement or Agency	Existing Contract No.	Contract Vehicle New or Expand Existing?
BACK-UP PHARMACY SERVICES	2	4/5/21	Y	Agency	#####	Expand?
DENTAL SERVICES	2	4/5/21	Y	Agency	511B7700015	New?
DIALYSIS SERVICES	2	4/5/21	N	Agency	-	New
LABORATORY SERVICES	2	3/22/21	Y	Agency	#####	New
MEDICAL WASTE AND DISPOSAL SERVICES	2	3/22/21	Y	CP	#####	Expand
PODIATRY SERVICES	2	4/5/21	Y	Agency	#####	New
PSYCHIATRIC SERVICES	2	4/5/21	Y	Agency	#####	Expand?
RADIOLOGY SERVICES	2	4/5/21	Y	Agency	511B5500048	
BIO-HAZARD WASTE REMOVAL	2	4/1/21				
MEDICAL SUPPLIES	2	3/22/21	Y	CP		Expand

Current RFPs

- **Nutritional Services Contract: Completed**



- Multiple meetings each week for development
- RFP is live as of October 3, 2020
- Pre-bid/Walk-thru October 29, 2020
- Awarding the Contract: Week of November 16, 2020
- Anticipated Date of Service to begin late-January 2021

Services (IT)

- **Weekly meetings with IT Development:**

- Established levels of priority of applications: Care, Financial, and Medication Management defined as top priority
- Design documents in development to identifying additional purchasing needs
- Expanding (if applicable) licenses for existing software(s)

- **Steering Committee for IT:**

Meet every 4 weeks to discuss accomplishments and status of network development.

- WAN Fiber Cables in process of being connected to Chesterfield
- WIFI access point testing and mounting scheduled for October 14, 2020
 - “Go-live” date of December 10, 2020
 - Final review of telephony order completed
 - Equipment will be ordered and installed to meet soft opening
 - Confirmation of network requirements is completed

Next steps to begin implementation plans and map out timing

Services Contracts (IT Applications)

- **PCC- PointClickCare: January 2021**
 - Firewall Testing
 - Integration of Financial, Clinical, Lab, Radiology, Onshift, and PBJ
 - Pharmacy (begin certifications)
- **RFMS: Scheduled to begin in November**
 - Anticipation to align with the state accounts
 - PCN and Chase Bank in close proximity to the Chesterfield Home.

Services Contracts (IT Applications)



- **Maintmizer: In Development**
 - Early-December for Maintenance Operations to coincide with the Maintenance Director's date of hire
 - Looking at the potential need to expand the licensure
- **Pyxis: Purchase Order in Sigma**
 - Pending the establishment of a GL account to be set up for Chesterfield
 - Awaiting on Michigan Cyber Security review

Certifications

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



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

Certifications: Time Line

<u>TASK</u>	<u>START</u>	<u>DEADLINE</u>
Construction of Facility: Substantial Completion	11/25/2020	12/18/2020
Apply for NPI number (utilizing State EIN)	12/1/2020	12/1/2020
CMS 855A completed	1/20/2021	1/31/2021
Final Completion	1/1/2021	1/31/2021
Civil Rights Clearance completed (online)		
Two (2) signed originals Health Insurance Benefit Agreement (CMS-1561)		
One (1) signed original Long Term Care Facility Application for Medicare and Medicaid (CMS-671)		
Apply for CLIA Waiver		
Survey Book Ready	1/31/2021	1/31/2021
Residents 1-8	2/1/2021	2/15/2021
Notification of CMS readiness once Health Facilities Engineering Section is completed	4/1/2021	4/12/2021
CMS certification survey	4/5/2021	4/12/2021
Clinical Mock Survey	4/12/2021	4/16/2021
Notification VA readiness	4/12/2021	6/4/2021
	4/12/2021	4/30/2021
	4/30/2021	4/30/2021

Furniture, Fixtures, Equipment

- **Member Transport Van to be delivered in mid-November 2020**
- **Awaiting final award of:**
 - Member furniture
 - Window treatments
 - Beds
 - Therapy equipment
 - Office furniture
- **Development of Supply List by department of additional items needed:**
 - Member bed linen
 - Glucometer
 - Towels
 - Small and Large ware items for Kitchen
 - Vital Machines
- **Submitted request for purchase of a truck for the Maintenance Department**
- **Quote on Pyxis purchase has been established.**

Personal Protective Equipment

Purchase Orders in Development for Deliveries of PPE to begin December 2020 and continue monthly

Items include but not limited to:

- Gowns
- Shoes Covers
- Shields
- Face Masks
- Bouffant Caps
- Gloves



Pharmacy

- **Working with GRHV and DJJHV Pharmacist to establish the new Pharmacy for Chesterfield**
- **Will need a PIC (Pharmacist In Charge) license in order to establish application**
 - Suggestions of GRHV or DJJHV Pharmacist's licensure used until Chesterfield's Pharmacist is hired in early-February
- **Will need to apply for NCPDP in order to bill for insurance**
- **Will need next to establish a Pharmacy that provides next day delivery until sharing of VA agreement goes through**
 - DJJHV and GRHV will order common meds to stock Chesterfield until agreement in place
 - Admissions will be reviewed carefully until agreement and VA recognition are in place



To: Michigan Veteran Homes Board of Directors
From: Anne Zerbe – MVH Executive Director
Date: November 1, 2020
Re: 2021 Board Meeting Schedule

BOTTOM LINE UP FRONT

The Michigan Veteran Homes Board of Directors should adopt a bimonthly meeting schedule for the year 2021.

BACKGROUND

The MVH Board of Directors have conducted regularly scheduled board meetings over the course of history.

RECOMMENDATION

As the MVH Executive Director, I recommend that the board implement the following schedule for 2021:

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

In Person: DMVA, 3423 Martin Luther King Jr Blvd, Building 30, Floor 2, Lansing, MI 48906

Via Microsoft Teams: Call-In Number: 1.248.509.0316, Conference ID Number: 595 024 209#

February – No Meeting

March 16, 2021, 10:00 a.m.

In Person: DMVA, 3423 Martin Luther King Jr Blvd, Building 30, Floor 2, Lansing, MI 48906

Via Microsoft Teams: Call-In Number: 1.248.509.0316, Conference ID Number: 670 252 363#

April – No Meeting

May 18, 2021, 10:00 a.m.

In Person: TBD, Via Microsoft Teams: Call-In Number: 1.248.509.0316, Conference ID Number: 919 502 762#

June – No Meeting

July 20, 2021, 10:00 a.m.

In Person: TBD, Via Microsoft Teams: Call-In Number: 1.248.509.0316, Conference ID Number: 787 259 478#

August – No Meeting

September 21, 2021, 10:00 a.m.

In Person: TBD, Via Microsoft Teams: Call-In Number: 1.248.509.0316, Conference ID Number: 550 219 060#

October – No Meeting

November 16, 2021, 10:00 a.m.

In Person: TBD, Via Microsoft Teams: Call-In Number: 1.248.509.0316, Conference ID Number: 285 845 808#

December – No Meeting

New Home For Veterans Construction Update



**Mike Hassan
17 November 2020
Board Meeting**

Chesterfield Construction Update

Contract Metrics:

- Contract No. DTMB Y-18243
- Contract Award Amount \$65.5M
- Current Contract Amount \$66.5M
- Award Date 26 April 2019
- Estimated Completion Date Jan 2021
- Project Progress (As of 30 Sep 20) 85% Compl/85% 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 award FFE contracts
- Coordinate IT software and installation schedules
- Coordinate with Comcast on contract and schedules
- Pyxis machine procurement

Way-Ahead:

- FFE procurement with HPS (Equipment, Furniture, and Window covering) awaiting contract award to Direct Supply
- Awaiting Office Furniture contract award to DBI
- IT software approvals in progress. Laptops and accessories ordered, telephones order placed 1st week Oct.
- Signed business/residential contracts with Comcast.. Comcast installing infrastructure cables
- Pyxis vendor to submit final quote and software solution

VA Reimbursement Progress: \$36,888,317.79 or 81.10%

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Payment No. 17 – August 2020: 2,424,236.48

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



Grand Rapids Construction Update

Contract Metrics:

- Contract No. DTMB Y-18242
- Contract Award Amount \$53.4M
- Current Contract Amount \$53.7M
- Award Date 26 April 2019
- Estimated Completion Date 13 April 2021
- Project Progress (As of 30 Sep 2020) 73% Compl/73% Schld

Cost ● Schedule ● Quality ● Overall ●

- Manhours w/o LT incidents: **270,589** (4 Nov 2020) ●
- Veterans on the Job: **17 Veterans** (as of Oct 2020)
- 4 SBA Contracts: 2 VOSB, 1 WOSB, 1 MOSB

Issues & Challenges:

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

Way-Ahead:

- FFE procurement with HPS (Equipment, Furniture, and Window covering) awaiting contract award to Direct Supply
- Awaiting Office Furniture contract award to DBI
- IT software approvals in progress. Laptops and accessories ordered, telephones order placed 1st week Oct.
- Signed business/residential contracts with Comcast.. Comcast installing infrastructure cables
- Pyxis vendor to submit final quote and software solution

VA Reimbursement Progress: \$25,949,269.26 or 67.94%

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

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



Current Activities – Chesterfield

- AT&T and Comcast Cable Install/IT Team Survey and Install APs
- Community Center: Millwork/Paint/Flooring/Wood ceiling in lobby ongoing
- NE Neighborhood: painting/floor install ongoing
- SE Neighborhood: MEP and drywall complete, Painting in progress
- SW Neighborhood: Flooring and painting in progress
- NW Neighborhood: flooring and painting in progress
- Site Work: Final paving/sidewalks & fence removal along Sugarbush completed

Current Activities – Grand Rapids

- North Neighborhood: Continue overhead MEP, siding almost completed
 - South Neighborhood: ongoing painting, bathroom shower/cabinet Install
 - West Neighborhood: In-wall MEP and door framing/masonry backing
 - East Neighborhood: Install casework & solid surface countertops, bath flooring
 - Community Center: Drywall/MEP/Paint ongoing, Electrical gear energized
 - Site Work: Grading, topsoil, concrete sidewalks, Wright St paving ongoing, and McLeish snow melt & vestibule almost completed
-

Project Photos – Chesterfield



➤ November 2020 Activities



Bathing Suite – 11/4/2020



Sidewalk along Sugarbush Rd – 11/4/2020



Signage – 11/4/2020



Neighborhood Fireplace – 11/4/2020

Project Photos – Grand Rapids

➤ **October/November 2020 Activities**



Neighborhood Nurse Station -11/5/20



Retaining Wall – 11/5/20



Therapy Garden – 10/23/20



South Parking – 10/20/20