

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

October 16, 2018
9:00 a.m.

PROPOSED MINUTES

A meeting of the Michigan Veterans Facility Authority Board of Directors was called to order at 9:00 a.m. by Chair Jim Redford. The meeting was held at the “The View”, Cooley Law School Stadium – 505 E. Michigan 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 Jr., Spencer Hoover (present at 9:45 am), Mary Naber (present at 9:10 am), David Rutledge, John Thorhauer, and Larry Yachcik. The following members were absent: A. Rocky Raczkowski and MaryAnne Shannon.

3. Approval of Minutes

Rutledge, seconded by Henry, motioned to accept the meeting minutes dated September 18, 2018. The motion passed 5-0.

4. Public Comment

There was none.

5. Housekeeping; FY'19 Meeting Schedule Review, MVFA New Positions Update, Hiring of Independent Legal Counsel, MVFA Webpage & Inquiry Response Templates, Health System Update

Anne Zerbe provided a preview of the proposed FY'19 MVFA board meeting dates, noting the elimination of the November meeting and rescheduling the December meeting. Ms. Zerbe proposed tabling the motion in anticipation of the presence of additional board members to vote on the proposed dates.

An update on the new MVFA positions was presented to the board members by Anne Zerbe, stating there were two conditional offers of employment presented to the selected candidates for the Financial Analyst and Building Construction Specialist positions.

Chair Redford thanked Michelle Brya and Joshua Booth with the Attorney General's Office who were instrumental in securing Dykema Gossett PLLC as outside counsel for the MVFA. Chair Redford also noted that lead counsel Len Wolfe, with Dykema Gossett PLLC, informed him that the civil service rules apply to the MVFA current and future positions; Ms. Brya concurred as well.

David Henry suggested hiring Human Resources staff specific to MVFA due to the bureaucracy and long wait times affiliated with the current selection process. Chair Redford explained that the Human Resources Department reports to the State Personnel Director. Anne Zerbe suggested addressing this inquiry during the MVFA Strategic Planning Session.

Suzanne Thelen, MVAA Director of Strategic Communications, Customer Engagement and Michigan Veterans Resource Service Center, provided an overview of short-term plans to update and reorganize the MVFA information on the MVAA website. Plans include utilizing a separate Uniform Resource Locator (URL) to provide an independent look, while still being maintained by MVAA staff. Patty Altimore will field questions submitted via the website regarding donations and inquiries for the homes. Ms. Thelen noted that website plans may be more fully developed during the MVFA Strategic Planning Session.

Laurie McCullough-Benner provided an update on the Michigan Veteran Health System to include the status of the selection process for the VP of Business Affairs position, the GRHV Workgroup report plan, CMS certification status, revision of financial statements, and the GRHV OAG audit findings.

6. Executive Committee

Chair Redford reported the formation of a charitable gifts and fundraising workgroup which also includes Anne Zerbe, John Thorhauer, Spencer Hoover, Jim Ausdemore, and Adam Weiner.

5a. Housekeeping Continued

Reported out of order, Agenda Item 5i) FY'19 Meeting Schedule Review

The board members revisited the FY'19 meeting dates schedule. David Rutledge stressed the importance of one central location to conduct the board meetings to ensure consistency and accessibility of staff and departments. Mary Naber questioned the intention of varied locations of MVFA board meetings. Director Redford reiterated that conducting meetings in southeast Michigan may be more convenient for local veterans to attend. In addition, he noted that MVFA meetings have previously been conducted in the two homes.

Rutledge, seconded by Henry, motioned to cancel the November MVFA board meeting, conduct the December 11, 2018 at the MVAA in Lansing, and conduct all FY'19 meetings at the MVAA in Lansing. The motion passed 6-0.

7. Finance Committee; Independent Bank Accounts Establishment

Anne Zerbe reported that Chase Bank has been selected as the financial institution for the MVFA bank accounts. This selection is an interim solution which provides the

flexibility to change financial intuitions later, if necessary. Ms. Zerbe is working with the State of Michigan Budget Office staff in securing the establishment of accounts.

8. Governance Committee; Board Policies for Development

John Thorhauer reported that banking policies need to be in place prior to the establishment of bank accounts to dictate policy regarding authorized signers and funds disbursement guidelines. He also reported that the Gift Acceptance Policy has been reviewed and no changes are required at this time. The Board Attendance Policy is currently in draft form and for review with Ms. Brya from the Attorney General's Office. Mr. Thorhauer noted that additional policies will be reviewed in the MVFA Strategic Planning Session.

9. Building & Facilities Committee; TowerPinkster Update (Construction), TowerPinkster Update (Financial), Seville Groundbreaking

Anne Zerbe reported that home construction will go out to bid during the next few months and the process may be expedited with the addition of new MVFA staff. Ms. Zerbe also announced that the Seville Groundbreaking Ceremony will occur on October 29, 2:00 to 3:00 pm; invitations will be sent to board members today.

10. Board Comment

There was none.

11. Public Comment

There was none.

11. Adjournment

Redford, seconded by Thorhauer, motioned to adjourn at 9:55 am. The motion passed 7-0.

The meeting was adjourned at 9:55 am.



James Robert Redford
Board Chairman
MVAA Director