



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

January 17, 2023

10:00 a.m.

APPROVED 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, Mary Naber, David Rutledge, MaryAnne Shannon, Brad Slagle, Barry Walter, Larry Yachcik

Excused Absence: Ken Robbins

Michigan Veteran Homes (MVH) Executive Leadership Team: Anne Zerbe, Beth Simonton-Kramer, Ryan Engle, Tiffany Carr

Virtual Guests: Jodi Thompson, Melissa Velie, Steve Rolston, Ron Oja, Jennifer Manning, Carly MacDonald, Jason Geissler, Mark Wolf, Erica Bobrowski, Chris LaJoie, Mike Hasson, Niki Wheeler, et al.

3. Adoption of Agenda

Naber, seconded by Shannon, motioned to accept the meeting agenda dated January 17, 2023, as presented. The motion passed 7-0.

4. Public Comment

None

5. Approval of Proposed Minutes

Slagle, seconded by Shannon, motioned to adopt the minutes from the November 15, 2022, meeting. The motion passed 7-0.

6. Executive Director's Report

- **Update on the Replacement Facility for MVH D.J. Jacobetti, Anne Zerbe, CEO/ED**
 - Zerbe reported that we have selected the architects and have partial contracts in place for the preliminary design and construction and environmental. Perkins Eastman has designed other state veteran homes and worked on the VA CLC design guide. Christman is the construction management team. Contracts are not fully approved because the VA has not released the priority list, which determines whether we will receive the VA match. The design will be very similar to MVHCT and MVHGR, taking into account lessons we've learned and suggestions from staff. Critical at this time is finalizing the land so we can do the environmental, which are due in June.

- **Update on MVH Operations, Steve Rolston – MVH COO**
 - Rolston reports that the homes are moving from a focus on opening and transitioning to new homes to a focus on normalizing operations.
 - Grand Rapids has reduced VA recognized beds to 128; now all beds are in the new home, and none remain in the old buildings.
 - Jacobetti has reduced VA recognized beds reflecting its census of 114 and DOM census of 3.
 - The homes are working on developing sharing agreements with the VA. The lack of a sharing agreement was a survey citation for Grand Rapids; the VA wants to ensure proper billing and eligibility.
 - Naber asked about current staffing levels, retention, etc., and mentioned that recruitment is an issue in this industry nationwide. Rolston reported that we have vacancies at all three homes, and licensed nurses are the area of concern. We have contract staff in place at MVHCT and MVHGR. The primary issue is that our salaries are not competitive. Non-licensed staff vacancies are not critical.
 - Shannon suggested looking into CENA programming, training programs through Michigan Works or area high schools.

- **Update on MVH at Chesterfield Township – Jennifer Manning, Administrator**
 - Manning reports a census of 90 and a goal of 120, keeping 8 COVID unit beds open. MVHCT has a staff positive but no positive members at this time.
 - The home is awaiting its annual CMS survey. The 16-month window was December.
 - Zerbe reports that the State has funded the Maintenance building at MVHCT.

- **Update on MVH DJ Jacobetti – Ron Oja, Administrator**
 - Oja reported a COVID outbreak of 22 members and 17 staff at MVHDJJ, noting that the current strain is particularly contagious. This experience was not unexpected considering members returning from leaves of absence over the holidays and the number of shared member rooms. The symptoms have been fairly benign, and MVHDJJ has treatments in-house for any members who need them.

- CMS survey revisits have been cleared, and MVHDJJ is in compliance.
- **Update on MVH at Grand Rapids – Carly MacDonald, Administrator**
 - MacDonald reports a current census of 120 with a capacity of 128. MVHGR is reserving 1 bed for a COVID room; the COVID plan update was approved by the State. This means all members will stay in the new building.
 - There are no COVID positive members at this time, but there are a few staff positives trickling in.
 - MVHGR had a virtual VA survey in November. There were 3 concerns, all administrative: Drug eligibility percentages, sharing agreement, and a required form VA 10-460 for each eligible veteran. All concerns have been corrected. There were no concerns in Life Safety or Clinical areas.
 - CMS visited the Home to review a Facility Reported Incident (FRI) concerning staff-to-member abuse and substantiated the incident at a D level. The Plan of Correction has been completed, educating all staff to monitor their tone and body language. The Board discussed the Homes' procedures for reporting, documenting, and investigating incidents, and Carly noted that a relevant issue here was the 6-month delay from the event to the State's investigation.
 - Henry asked about current PPD rates, and Rolston answered that our staffing is higher than Five Star levels due to the logistics of ramping up new buildings and that staffing was a primary focus in the normalizing of our operations.

7. MVH Committee Updates

- **Executive Committee**
 - Chair Henry offered a welcome to new member Barry Walter. Walter is a U.S. Army veteran who served in Vietnam, then worked as a veteran service officer through the VFW, focusing on the benefits arena, mental health services and long-term care.
 - The Board discussed nominations for board officer positions and whether to separate the Secretary and Treasurer roles.

Rutledge moved, seconded by Shannon, to continue with our current officers in their current positions. The motion failed 3-4.

Yachcik moved, seconded by Shannon, to split the Secretary/Treasurer into two positions. The motion passed 7-0.

- Nominations for officers:
 - Chair: David Henry
 - Vice Chair: Mary Naber
 - Secretary: MaryAnne Shannon
 - Treasurer: Brad Slagle
 - All confirmed that they would serve.

Rutledge moved the slate of nominated officers, seconded by Naber. The motion passed, 7-0.

- **Budget and Financial Oversight Committee**

- The committee met on January 4. Thank you to Christine Apostle and DTMB for all their work. FY22 numbers are not yet final due to late changes, for example, Medicaid funds came in higher. This year, we used a supplemental, carryforward, and COVID funds to balance. These funds are not in FY23 budget, so that remains unbalanced. Staff have submitted needs for General Fund based on current operations and is working on a report to outline our efforts to reduce General Fund needs. Given rising health care costs, we will likely continue to need some level of General Fund support. Other State Veteran Homes that were General Fund neutral, have become reliant on General Funds since COVID. The Board discussed the budget process and how to manage the budget requests.
- Shannon requested a dashboard showing cost of care per member, over time, breaking out labor costs. Henry stated that a three-year projection is the standard in the healthcare industry.
- Donated funds totaled \$500k in FY22. These are funds specifically for member enrichment.
- The OAG audit report for FY21 is out and has one finding concerning oversight of cash handling and timeliness of reconciliations. The FY22 report is ongoing but should be closing in a month or two. The Board discussed having a Board member present at the audit exit conferences and suggested that Brad attend.

- **Governance and Advocacy Committee**

- The Board is sending two board members to Washington, D.C. for the spring NASVH conference.
- Thank you to Ryan Engle for his work on coordinating Capitol Hill visits.
- The Board and staff will develop a meet and greet with new legislators.

- **Outreach and Fund Development Committee**

- Tiffany Carr reported on our donor partnerships, events in 2023, and the status of the CRM software project. Zerbe clarified that donations can only be used for member enrichment and not operating costs.
- Engle reported that the fountain project is finalized, and the next campaign is for a columbarium in the Grand Rapids cemetery. Shannon inquired if another DMVA agency should manage the cemetery and if that would open it up to all veterans.

8. New Business

None

9. Public Comment

None

10. Board Comments

- Shannon – We have one more Board position to fill. We should look into shifting the cemetery to another agency. I appreciate the support and am looking forward to serving as Secretary.
- Walter – I appreciate the welcome and look forward to service on this Board.
- Slagle – Welcome to Barry; we're glad to have you.
- Naber – Welcome Barry, and welcome MaryAnne to Secretary. Kudos to the team for doing very good work during very tough years.
- Rutledge – I appreciated being at the Grand Rapids Home, having an opportunity to be there among staff. We have great people. Thank you to all staff; we are honored to represent you. And I am thankful for people that take care of other people.
- Yachcik – I value the depth of this board and look forward to being a force of nature once we are fully staffed
- Henry – I appreciate the participation of everyone here, serving on the Board and taking the time to be here.

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 Naber. Motion passed 7-0.

12. Adjournment

Upon return to open session, Naber moved, seconded by Shannon, to adjourn. Motion passed 7-0.

At 12:30 p.m., the meeting was adjourned.

MaryAnne Shannon

MaryAnne Shannon,
MVFA Board Secretary