

GRAND TRAVERSE COUNTY
DEPARTMENT OF HEALTH AND HUMAN SERVICES BOARD
1000 Pavilions Circle, Traverse City, MI 49684

MINUTES OF THE JANUARY 25, 2024 MEETING

PRESENT:	Cecil McNally, Mary Marois Gerard Bodalski, David Hautamaki, Lindsey Dood, Diane Mallory, Darcey Gratton TJ Andrews	Board Staff Commission
ABESENT:	Haider Kazim	Board

GUESTS:

The regular meeting of the Grand Traverse County Department of Health and Human Services Board was called to order at 9:07am by Board Chair Mary Marois at the Garfield Township Hall.

Introduction of CEO/Administrator – Marois welcomed Gerard Bodalski as the new CEO/Administrator. Bodalski gave an overview of his prior experience.

First Public Comment – None

County Liaison Report – Andrews shared discussions of the most recent County Board of Commissioner (BOC) meetings.

Approval of Agenda – Chair Marois asked if there were additions, changes or corrections to the agenda. Motion was made by McNally to approve the agenda as presented, seconded by Marois. Motion carried.

The purpose of the **Consent Calendar** is to expedite business by grouping items to be dealt with by one Board motion without discussion. Any member of the Board or staff may ask that any item on the **Consent Calendar** be removed and placed elsewhere on the agenda for discussion. Such requests will be automatically respected.

REVIEW AND FILE

- (1) Minutes of the 12/28/23 Board Meeting
- (2) Closed Minutes of the 12/28/23 Board Meeting
- (3) Resident Council Minutes
- (4) Food Committee Minutes

Marois requested to pull (4) Food Committee Minutes. Motion was made by McNally to approve the Consent Calendar with the removal of (4) Food Committee Minutes. Motion seconded by Marois. Motion carried.

Items Removed From Consent Calendar – Marois pulled (4) Food Committee Minutes for Hautimaki to give an update on the goals of the Food Committee. Hautimaki shared food concerns were previously addressed in Resident Council minutes but now food committee has recently been created to specifically address dietary concerns and choices for all residents.

Chairman Report – Marois explained that quite a few agenda items will be kept on the agendas going forward to remind the board of business they will continue to discuss.

Service Excellence Awards – Marois requested to move this agenda item to the beginning of the meeting to give more time and recognition for the Service Excellence Awards instead of being rushed at the end of the meeting. Marie shared December Service Excellence Awards.

Fourth Quarter Overtime Report – Hautimaki reviewed the report with no questions by the board.

QAPI Quarterly Update – Hautimaki gave an update on the Quality Assurance/Performance Improvement (QAPI) quarterly meeting.

Foundation Board Update – None

Fourth Quarter Foundation Financials – Dood provided the fourth quarter Foundation Financials and answered board members questions. Andrews inquired if there was an update on a new Fund Developer. Marois stated the Foundation Board has not met this year yet but will have Kazim give an update on the Foundation at the next DHHS Board meeting.

Prepare for Annual Report To Grand Traverse County – Marois reviewed the requirement to make an annual report to Grand Traverse County as well as provide an update on financial status per the request of the County Commissioners. Marois requested to keep this topic in mind along with other items that can be discussed in a strategic planning meeting. Both Andrews and County Chair, Rob Hentchel recognized the fact that the Pavilions is in a transition period with a new CEO/Administrator and understands a delay with a 2023 report. Marois stated she will work with Bodalski and County Administrator Nate Alger on arranging a day to be on the Board of Commissioners agenda or an extended public comment to provide an update at one of their meetings.

Chief Executive Officer Report – Hautamaki reviewed the monthly report for December and answered board members' questions.

Financial Report – Dood presented the financial operations and social accountability reports for December 2023 and answered board member's questions. Dood provided and reviewed updated reports. Hautimaki gave an update on the Cottages. Motion made by McNally to accept the financial operations report as presented. Motion seconded by Marois. Motion carried.

PACE North Board Update – Marois stated an agreement has been made between PACE North and the Grand Traverse Pavilions through a mediation process. An agreement is contingent on the Grand Traverse County being able to reach an agreement with PACE North on the county owned building PACE North currently is occupying.

Marois stated PACE North Board reappointments are up at the end of January and the DHHS Board is responsible for approving all of their reappointments. Marois stated that because an agreement has not been finalized, she recommended to re-appoint all of the PACE North Board members for another year through January 2025. McNally added a caveat and requested for PACE North to update their bylaws for good governance to have a rotation for three year terms and nine year limits instead of all Board members being re-appointed at the same time.

Motion made by Marois to re-appoint all of the current PACE North Board members to a term beginning February 1, 2024 through January 31, 2025. Motion seconded by McNally. Motion carried.

Motion made by McNally to request for the PACE Board to adopt term limits, stagger board terms and to amend PACE North bylaws to show these revisions. Motion seconded by Marois. Motion carried.

Request to Purchase – Fire Suppression Head Replacement – Marois removed this agenda item as requested by staff and to be revisited at a later time.

Authorized Representative – Marois reviewed the proposed resolution to change the authority to sign for Grand Traverse Pavilions for daily operations. Motion was made by Marois to accept Resolution 2024-1 as presented authorizing Gerard Bodalski as the authorized power with full authority to sign paperwork on behalf of the Board for daily operations of the Grand Traverse Pavilions. Motion seconded by McNally. Motion carried.

LeaderStat Invoice – Marois reviewed an invoice from LeaderStat for a permanent search of a CEO/Administrator totaling \$38,000 as expected in the contract. Marois received prior approval by the board but wanted to shared the invoice before payment. Motion made by McNally to support the payment of \$38,000 to LeaderStat for their services on the CEO/Administrator search. Motion seconded by Marois. Motion carried.

Revisit Strategic Plan – Marois explained this topic will continue to be on the agenda for the Board to go back to the original plan shared in 2022. Marois requested for both Kazim and Bodalski to receive the original strategic plan to be able to review and for Bodalski to make recommendations to the Board to move forward. Dood stated he would review the document with Bodalski. McNally requested to closely look at the condition of the Cottages the potential need for updates to be competitive in the area.

Policies – Marois requested for Gratton to pull together all policies that are approved by the Board and to be kept in chronological order to allow policies to be reviewed and renewed in a timely matter and will help new Board members familiarize with Board responsibilities. Marois stated no discussion was needed at this time but will be an ongoing agenda item until this is completed.

Board Rules – Marois stated no discussion was needed at this time but will also be an ongoing agenda item until they are completed. Marois stated the Board does plan to have a study session on establishing new board rules and that the draft was provided in the packet to begin the process of creating one.

Correspondence – Marois shared that at the last board meeting, Kazim requested to acknowledge a letter written by staff and believed for it to be part of the packet as public comment. Marois tabled this discussion for the next meeting to include Kazim who was absent for this meeting.

Change of Board Meeting Dates for February and April – The Board discussed moving the February 29th meeting to Friday, March 1st at 9:00am and the April 25th meeting to Monday, April 29th at 9:00am due to a scheduling conflict. Location to be determined. Motion made by McNally to move the February meeting to March 1st and the April meeting to the 29th. Motion seconded by Marois. Motion carried.

Attending/Consulting Privileges - The Board reviewed the requests to have consulting privileges for Charles Markle, DPM, Larence Rubin, DPM and Ann Marie Buchner, AUD as recommended by Medical Director Dr. April Kurkowski, D.O. Motion was made by McNally to approve Charles Markle, DPM, Larence Rubin, DPM and Ann Marie Buchner, AUD for consulting privileges as presented, seconded by Marois and carried unanimously.

Grand Traverse Pavilions Announcements

(1) Next Board Meeting March 1, 2024

Second Public Comment

Linda Pepper

Meeting adjourned at 10:58 am

Signatures:

Mary Marois – Chair
Grand Traverse County Department of Health and Human Services Board

Date: _____ Approved
 _____ Corrected and Approved