

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

**MINUTES OF THE MARCH 28, 2024 MEETING**

**PRESENT:** Mary Marois, Haider Kazim Board  
Gerard Bodalski, Lindsey Dood, Darcey Gratton Staff  
TJ Andrews Commission

**ABESENT:**

**GUESTS:**

The regular meeting of the Grand Traverse County Department of Health and Human Services Board was called to order at 9:00am by Board Chair Mary Marois at Garfield Township.

**First Public Comment** – None

**County Liaison Report** – Andrews shared discussions of the most recent County Board of Commissioner (BOC) meetings regarding the vacant DHHS Board seat and gave an update regarding a pending agreement between PACE North and Grand Traverse County. Kazim gave an update on where the Pavilions currently stand on the litigation.

**Approval of Agenda** – Chair Marois asked if there were additions, changes or corrections to the agenda. Motion was made by Kazim 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 3/1/24 Board Meeting
- (2) Closed Minutes of the 3/1/24 Board Meeting
- (3) February Resident Council Minutes
- (4) March Food Committee Minutes
- (5) McNally Resignation

Marois requested to pull (5) McNally Resignation. Motion was made by Kazim to approve the Consent Calendar with the removal of (5) McNally Resignation. Motion seconded by Marios. Motion carried.

**Items Removed From Consent Calendar** – Marois pulled (5) McNally Resignation to express her appreciation of former DHHS Board member Cecil McNally who recently resigned as a board member in early March. Marois requested to invite McNally to the April Meeting to officially recognize him for his years of service. Motion was made by Marois to accept (5) McNally Resignation as part of the Consent Calendar and seconded by Kazim. Motion carried.

**Chairman Report** – None

**Service Excellence Awards** – Marois reviewed February Service Excellence Awards.

**Foundation Board Update** – Kazim reported the next Foundation Board is scheduled on May 1, 2024.

**PACE North Board Update** – Marois gave an update on recent and upcoming PACE North (PN) Board meetings. Marois shared the need for the DHHS Board to appoint new board members to the PN Board and recommended Kazim to replace former DHHS Board member Cecil McNally's seat on the PN Board and to formally appoint Bodalski to replace the former Administrators seat on the board. Marois also shared the need to fill another vacancy seat due to Robert Barnes recently resigning from the PN Board. Motion made by Marois to add PACE North Board appointments to the agenda under business, seconded by Kazim. Motion carried. The Board discussed further reviewing the need for two DHHS Board members being appointed to the Board. Andrews suggested having a county commissioner fill one of the vacant seats given the county's interest in PACE North. Andrews offered to fill that seat on behalf of the DHHS Board as the county liaison or as a citizen to replace the vacant seat of Robert Barnes.

**Chief Executive Officer Report** – Bodalski reviewed the monthly report for February and highlighted on bed capacity, update on Aspen, and took a moment to celebrated staff. Bodalski stated growth comes with challenges and the number one challenge is expense control which speaks to the budget. Bodalski reviewed the marketing analysis since the board approved a twelve month agreement with UpNorth Live in December. Bodalski reported details on recruitment and retention with a focus on CNA's and onboarding costs and reviewed current hires and the future goals of direct care staff.

**Financial Report** – Bodalski presented the financial operations and social accountability reports for February 2024 and answered board member's questions. Bodalski provided a cottage update on repairs and it's current state. Motion made by Kazim to accept the financial operations report as presented. Motion seconded by Marois and carried unanimously.

Andrews out 11:30am

**Strategic Plan** – Bodalski continued to update the board on the cottages and highlighted on referrals, repairs and rooms being ready for occupancy. Bodalski noted there are rooms needing repair by outside contractors. Bodalski shared that he has reached out to Ray Minervini to discuss who we are and what the future could look like for the Cottages. Bodalski stated his short-term plan for the cottages is to immediately have rooms ready for rent and is working on long-term planning for growth. Bodalski also gave an update on the Medical Care Facility (MCF) with the bed capacity now at 182 as of February 14. Bodalski's short-term plan for the MCF is to prepare Aspen for occupancy should the Pavilions be able to increase bed capacity.

**Request to Purchase - Bladder Scanner** - Bodalski reviewed the need to purchase a bladder scanner. Three bids were received and the winning bid was awarded to McKesson based on lowest bid price. Motion was made by Kazim to approve the purchase of one (1) new bladder scanner as presented for \$6,448.50, seconded by Marois. Motion carried.

