

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

MINUTES OF THE FEBRUARY 27, 2025 MEETING

PRESENT:	Mary Marois, Carol Crawford, Karen Griggs Dave Hautamaki, Lindsey Dood, Darcey Gratton TJ Andrews	Board Staff Commission
ABESENT:	None	
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 had no new update to report.

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

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) Draft Minutes of the 1/30/25 Board Meeting
- (2) Draft Minutes of the 2/6/25 Board Meeting
- (3) January Resident Council Minutes

Motion was made by Crawford to approve the Consent Calendar as presented. Motion seconded by Griggs and carried unanimously.

Items Removed From Consent Calendar – None

Chairman Report – Marois shared over a hundred applicants have been received for the open CEO position and requested for the Board to review the applicants by Wednesday, March 5th to start the process of interviews.

Service Excellence Awards – Marois reviewed January’s Service Excellence Awards.

Department of Licensing and Regulatory Affairs – Abbreviated Survey – Hautamaki reported on the abbreviated survey on January 9, 2025 shared in the packet. Hautamaki handed out a copy of an accepted letter of attestation of compliance.

4th Quarter Foundation Financials –Dood provided the 4th quarter Foundation Financials and answered questions by the board.

Cottage Masterplan Update – Marois shared she'll be meeting with Hautamaki and the Grand Traverse Pavilions Foundation Board President, Deb Jackson in the near future to review the study by architect firm Eckert Wordell and will report back on a plan at the next DHHS Board meeting.

Chief Executive Officer Report – Hautamaki reviewed January's monthly report and answered board members questions. Hautamaki reported that Holly Edmondson accepted the permanent position as Director of Nursing. Daily bed management meetings have been created to help with communication with getting rooms ready for admission. Hautamaki shared he is taking steps to have a mock survey completed to help prepare staff for an annual survey in the fall. Andrews recommended for the County Emergency Operations Director to meet the Pavilions Environmental Services Director for a site visit and emergency preparedness. Hautamaki shared that the Aspen Pavilion is still on schedule to open on July 1, 2025 with an open house in June. The board recognized the accomplishment of moving Quality Measures from a 2 star rating to a 4 star rating with the work by MDS Coordinators and John Delasantos of JMD Health Care Solutions. The Board congratulated all staff on their hard work of quality care, cleanliness and overall improvement over the last year.

Andrews out 9:40 am

BUSINESS

- (1) **Financial Report** – Dood presented the financial operations report for January 2025 and answered board members' questions. The board would like to see the percentage of occupancy for beds added to the dashboard.

Motion made by Crawford to accept the financial operations report as presented. Seconded by Griggs and carried unanimously. Roll call Marois – yes, Crawford– yes, Griggs – yes.

- (2) **2025 Amended Budget** – Crawford shared that she met with Hautamaki and Dood to review the amended budget and reviewed the changes to the Provider Tax and current occupancy with the projected average census as 180 for the year. The budget also included \$60,000 for a fund developer as requested in January's meeting.

Motion made by Crawford to accept the 2025 Amended Budget as presented. Seconded by Griggs and carried unanimously. Roll call Marois – yes, Crawford– yes, Griggs – yes.

- (3) **Request to Purchase – Replacement of Willow Flooring** – Hautamaki reviewed the need to replace the flooring at Willow Cottage. Three bids were received, and the recommended bid was for Floor Covering Brokers based on it being the lowest bid.

Motion made by Crawford to approve the bid from Floor Covering Brokers for \$19,968.96 to replace the flooring at Willow Cottage as presented. Motion was seconded by Griggs and carried unanimously. Roll call Marois – yes, Crawford– yes, Griggs – yes.

- (4) **Request to Purchase – Campus Utility Vehicle** – Hautamaki reviewed the need to purchase a utility vehicle. Three bids were received, and the recommended bid was for Ginop Sales, Inc. based on it being the lowest bid.

Motion made by Griggs to approve the bid from Ginop Sales, Inc. for \$27,995.00 to purchase a utility vehicle as presented. Motion was seconded by Crawford and carried unanimously. Roll call Marois – yes, Crawford– yes, Griggs – yes.

- (5) **Resolution 2025 – 1 – Foundation Trustee Appointment - Croad** – Marois reviewed the proposed Foundation Board of Trustee Nicolina Croad.

Motion was made by Marois to accept the Grand Traverse Pavilions Foundation Board of Trustee candidate Nicolina Croad as presented. Motion was seconded by Griggs and carried unanimously.

Grand Traverse Pavilions Announcements

- (1) Next regular board meeting March 27, 2025.
- (2) Marois noted the board needs to reach out to County Administration to get on their agenda for a presentation.

Second Public Comment

Linda Pepper

Meeting adjourned at 10:17 am

Signatures:



Mary Marois – Chair

Grand Traverse County Department of Health and Human Services Board

Date: 3/27/25 Approved
Corrected and Approved