

## Township Representatives:

<input checked="" type="checkbox"/>	George "Bud" Banker, Bear Lake	<input checked="" type="checkbox"/>	Janet Cox, Oliver	<input checked="" type="checkbox"/>	Eric Hendricks, Orange (left at 6:53 PM)	<input checked="" type="checkbox"/>	Diana Needham, Kalkaska Village
<input type="checkbox"/>	Gregory Bradley, Clearwater	<input checked="" type="checkbox"/>	Alan Hart, Boardman	<input checked="" type="checkbox"/>	Gayenell Gentelia, Coldsprings	<input checked="" type="checkbox"/>	Tracy Nichol, Blue Lake
<input checked="" type="checkbox"/>	Nelson "Jerry" Cannon, Garfield	<input checked="" type="checkbox"/>	Dr. R. Troy Stobert, Springfield	<input checked="" type="checkbox"/>	Karl Klimek, Excelsior	<input checked="" type="checkbox"/>	Matthew Brenner, Rapid River
<input checked="" type="checkbox"/>	Dale De Korne, Kalkaska Township						

## Members At Large Members:

<input checked="" type="checkbox"/>	Robert "Bob" Barr	<input checked="" type="checkbox"/>	Kim Stephens	<input checked="" type="checkbox"/>	Noreen Broering	<input checked="" type="checkbox"/>	Bruce Zenner
<input checked="" type="checkbox"/>	Melanie Pauch	<input checked="" type="checkbox"/>	Lynnette Cervone	<input checked="" type="checkbox"/>	Charles "Charlie" Stiehl		

## Staff:

<input checked="" type="checkbox"/>	Jeremy Cannon	<input checked="" type="checkbox"/>	Sandy Dilley	<input checked="" type="checkbox"/>	Andrew Raymond	<input checked="" type="checkbox"/>	Chandra Whiting
<input checked="" type="checkbox"/>	Daniel Conklin	<input type="checkbox"/>	Jeremy Holmes, DO	<input checked="" type="checkbox"/>	Kevin Rogols	<input checked="" type="checkbox"/>	Laura Zingg
<input checked="" type="checkbox"/>	Dr. Andrew Cole	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	

## Community:

<input checked="" type="checkbox"/>	Al Parker	<input checked="" type="checkbox"/>	Jim Leffew	<input type="checkbox"/>		<input type="checkbox"/>	
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## TOPIC

## SUMMARY

## ACTION ASSIGNMENT

Call to Order	Mr. Karl Klimek called the meeting to order at 6:02 PM in the Dr. William W. Kitt Education Center of Kalkaska Memorial Health Center.	
Pledge of Allegiance	The Pledge of Allegiance was recited.	
Conflict of Interest Roll Call	A roll call for Conflict of Interest was taken as follows: George "Bud" Banker, no; Nelson "Jerry" Cannon, no; Dale De Korne, no; Janet Cox, no; Alan Hart, no; Eric Hendricks, no; Gayenell Gentelia, no; Dr. R. Troy Stobert, no; Karl Klimek, no; Tracy Nichol, no; Matthew Brenner, no; Diana Needham, no;	

	Melanie Pauch, no; Robert "Bob" Barr, no; Kim Stephens, no; Bruce Zenner, no; Noreen Broering, no; Lynnette Cervone, no; Charles "Charlie" Stiehl, no.	
Consent Agenda	<p>The consent agenda was reviewed as presented.</p> <p>A motion was made and duly supported to approve the consent agenda as presented.</p> <p>A Board Member inquired about the recent Active Shooter Training that had been provided to the KMHC staff. The Board was informed that the Active Shooter training that was recently provided to the staff was classroom based and provided by a third-party company called HSS who is a preferred vendor of the MHA (Michigan Hospital Association). The training was well attended and the material that was covered was very pertinent to the hospital setting as well as could be applied to other environments. Approximately 80% of the staff at KMHC has now an opportunity to participate in this valuable training as this is the second time that Active Shooter training has been offered to the team.</p> <p><b><u>Motion was made and duly supported to approve the Consent Agenda as presented. All "AYE." Motion carried.</u></b></p>	
Public Comment Regarding Agenda Topics	<p>A member of the public thanked the KMHC Board Members and the KMHC Leadership Team for their participation and diligence. The individual commented that everyone is doing a good job here at KMHC and they respect the conversations that occur at the KMHC Board Meetings.</p> <p>Mr. Klimek then drew attention to three handouts that had been provided to the Board Members. The handouts are updates to be added to the Board Members' Board of Trustees Manuals.</p> <p>A request was made by a Board Member regarding the document for Tab 2 of the Board of Trustees Manual, KMHC Board of Trustees Members. The request was for the document to be updated to also include the phone numbers and email addresses of the KMHC Board Members.</p> <p>Board Members were in consensus to have the addition of the phone numbers and email addresses added to the list of the KMHC Board of Trustee Members.</p>	Ms. Whiting will update the document for Tab 2 of the Board of Trustees Manual, KMHC Board of Trustees Members, to include phone numbers and email addresses of the Board Members.
Moments of Excellence		



<p>A Note of Gratitude from a Family After a Recent Emergency Department Visit</p>	<p>Mr. Cannon shared with the Board Members a heartwarming email that had been received from a family expressing their gratitude for the care their child received at KMHC.</p> <p>The parents had brought their 2-year-old daughter into the Emergency Department at KMHC in November. The provider treating the young child trusted his instincts and ran additional tests including an echocardiogram bedside. The child was diagnosed with myocarditis, and it was determined that the child needed to be transferred to DeVos for additional care.</p> <p>The family thanked the provider and the team at KMHC for the additional steps that were taken in the care of their young child when she was sick and saving her life.</p>	
<p>Medical Staff Report Medical Staff Update</p>	<p>Dr. Cole reported on the following:</p> <ul style="list-style-type: none"> <li>• KMHC is in the process of completing the transition to One Patient Record (OPR). Munson Healthcare established the One Patient Record system across all of Munson Healthcare to give staff with ability to see records and images for patients in real time and at all facilities across the system.</li> <li>• Dr. Krakow, Wound Care Specialist, has started and is an amazing addition to the KMHC team.</li> </ul> <p>Mr. Rogols informed the Board Members that an offer has also been extended to a family medicine resident, who if accepted, would start with Kalkaska Medical Associates (KMA) in the summer of 2026. There have also been discussions with a tenure family medicine provider to possibly join KMA.</p>	
<p>Committee Reports Board Quality, Safety, and Patient Experience Committee Meeting 02-13-25</p>	<p>Ms. Pauch provided an update of the recent meeting of the Board Quality, Safety, and Patient Experience Committee. A detailed report of the meeting could not be provided as all the information is protected from disclosure and reviewed in Closed Session.</p> <p>Ms. Pauch also added that now that the committee is meeting on a bi-monthly basis it has been beneficial as the updates are being received in a timelier fashion thus eliciting more feedback from the committee members.</p>	
<p>Building Ad-Hoc Committee Meeting Pharmacy Update</p>		

	<p>Mr. Raymond provided the Board Members with an update on the recent meeting of the Building Ad-Hoc Committee. The update included the following:</p> <ul style="list-style-type: none"> <li>• The recent completion of the Medical Records relocation project.</li> <li>• The significant growth of approximately 50% over the last year and a half in the discharge pharmacy and the additional infrastructure needs of the pharmacy to support this growth.</li> <li>• Extensive discussion regarding the facility plans for the exiting pharmacy space and the proposed pharmacy expansion that will more than double the current pharmacy space.</li> <li>• Plans to minimize disruption to patient access of the pharmacy during the expansion project by completing the project in phases to allow the pharmacy to remain open and in the same location during the entire process.</li> <li>• The review of the preliminary proposed budget for the pharmacy expansion project.</li> </ul> <p>Mr. Raymond informed the Board Members that the KMHC Leadership Team plans to bring a final budget for the pharmacy expansion project to the Board for approval at the March 2025 meeting.</p>	
Teen Health Update	<p>Mr. Raymond also provided an update to the Board Members regarding the progress of the use of the two reimbursement grants that KMHC has received from the state of Michigan for the Teen Health program.</p> <p>Questions were answered for the Board Members and extensive discussion ensued regarding the issues with the zoning of the parcel of property owned by KMHC located on Second Street.</p> <p>Mr. Raymond also provided an update to the Board regarding the construction progress of the TC Eye and new Walk-In Clinic spaces. Both projects are going well and are on schedule.</p>	
Board Chair Report Munson Healthcare Update	<p>Mr. Klimek provided an update on the following:</p> <ul style="list-style-type: none"> <li>• The most recent Board Meeting for Munson Healthcare was held last week.</li> </ul>	



	<ul style="list-style-type: none"><li>• Munson is keeping a close watch on the legislative updates and potential changes that could have an impact on healthcare.</li><li>• The next meeting of the Munson Healthcare Board has been delayed until April.</li></ul>	
Items of Interest: KMHC in the News	<p>Mr. Klimek drew attention to the recent local news articles that had been written pertaining to KMHC that were included in the Board Packet for review.</p> <p>Mr. Klimek also commented on the fact that KMHC had appeared in the local newspapers for various reasons numerous times over the past year.</p>	
Considerations for the KMHC Board - 2025	<p>Mr. Klimek reviewed with the Board a potential future vision for enhancing Board Member engagement. The vision included the following highlights:</p> <ul style="list-style-type: none"><li>• Challenging Board Members to identify areas of interest or topics they would like to become more knowledgeable about and learning more information in these areas.</li><li>• Committee Chairs focusing more on Committee Member preparation and engagement.</li><li>• Emphasis on solid Governance Committee development in 2025.</li><li>• Potential development of new Board committees</li><li>• Monthly legislative updates for the Board</li><li>• Continue planning for a possible Board retreat</li><li>• Begin preparations for the next Strategic Plan</li><li>• Consider developing a Board growth timeline and additional board education</li></ul> <p>Comments from the Board Members included that they are excited for possible opportunities to attend offsite trainings to learn more and that they appreciate a Board Chair that is pushing the Board to continue to grow and be active in their roles.</p>	

<p>CEO Report Legislative Update</p>	<p>Mr. Rogols provided the Board with several handouts regarding various healthcare topics including Medicare, Medicaid, the 340B program, and telehealth.</p> <p>Mr. Rogols then referenced the handouts and provided the Board Members with a high-level legislative update including these healthcare topics.</p> <p>Questions were answered for the Board Members throughout the update.</p> <p>It was noted by Mr. Klimek that this presentation was very helpful and there are several legislative updates that would be pertinent for the Board to be updated on going forward. Due to the number and complexity of the topics it was also noted that it would be beneficial for the Board to receive the legislative updates more frequently and a few items at a time.</p>	<p>The topic of Monthly Legislative Update will be added to the Monthly Board Agenda under CEO Report.</p>
<p>501(c)(3) Development Corporate Member Update</p>	<p>Mr. Rogols provided the Board with an update that eleven out of twelve townships and the Village of Kalkaska have submitted resolutions to become incorporators of the new 501(c)(3) entity of KMHC. The only township that has not submitted a resolution to become an incorporator of the 501(c)(3) entity is Orange Township.</p> <p>The Board was also informed that the Board of Orange Township was again reached out to as recently as Monday, February 24, 2025, regarding their potential interest in becoming a Corporate Member of KMHC.</p> <p>The first Meeting of the 501(c)(3) Corporate Members is scheduled for March 04, 2025.</p>	
<p>Articles of Incorporation Updates</p>	<p>Mr. Rogols provided the Board with the most recent marked-up blue-line version of the Articles of Incorporation.</p> <p>The Board had been provided a copy of the marked-up blue-line version to review at the last meeting on February 18, 2025, for review.</p> <p>Board Members were informed that the only change that had been made to the version that had been provided at the last meeting was to increase the number of At-Large members from "up to 6" to "up to 8."</p>	



	<p>Mr. Rogols reminded the Board that they are not able to approve the Articles of Incorporation for the new 501(c)(3), as the Articles would be approved by the Incorporators of the 501(c)(3). The Act 47 Board of Trustees was being asked at this time to endorse the Articles of Incorporation.</p> <p>Questions were answered for the Board Members.</p> <p><b><u>Motion was made and duly supported to endorse the Articles of Incorporation as presented, both with or without Orange Township, and with up to 8 At-Large Members. All "AYE." Motion carried.</u></b></p>	
Capital Levy Repayment	<p>Mr. Raymond explained the document included in the Board packet to the Board showing the amount of capital levy funds collected since 2018 as well as the capital investment made by KMHC since 2018.</p> <p>The details showed that since 2018 KMHC has spent on capital projects more than four times what has been collected in capital levy funds.</p> <p>These funds were used to finance projects such as the medical office building, chemotherapy, behavioral health, the acute care pavilion, fixed MRI and EMS, and more.</p> <p>Mr. Raymond also referenced a document included in the Board packet drafted by counsel that would allow for townships to potentially let the hospital retain the capital repayment funds.</p> <p>Extensive discussion ensued regarding the topic.</p> <p>Mr. Raymond reminded the Board that the repayment of the funds to the townships would be a significant amount of money. The services that are being provided from the capital investments will remain open and the community will continue to benefit from these services every day.</p>	
Signature Authority Policy	<p>Mr. Raymond provided the Board with a document for review containing the current and recommended increases to the approval authority limits. The increases that are being recommended are due to inflation.</p> <p>The Board of Trustees authorizes approval authority limits based on job family at KMHC.</p>	

	<p>Mr. Raymond explained the recommended increases and answered questions for the Board Members.</p> <p><b><u>Motion was made and duly supported to accept the increases to the approval authority limits as presented. All "AYE." Motion carried.</u></b></p>	
Level Acres Update	<p>Ms. Zingg provided a Level Acres Update as follows:</p> <ul style="list-style-type: none"> <li>• Senior HUD, section 8, housing complex located across from Kalkaska Memorial Health Center (KMHC) Assisted Living building, providing 36 units of income-based housing.</li> <li>• Managed by a third-party, Medallion Management that currently manages over 60 locations in the state of Michigan. There is a site manager on site daily from Medallion.</li> <li>• Market rent is currently \$666 and will increase to \$695 on 5/1/2025. The rent is based on 30% of annual gross income (Section 8 rule). Income limits annually are \$27,900 for one person and \$31.850 for two people.</li> <li>• Level acres is self-sustaining; able to self-fund improvements and break even or slightly above. Earns approximately \$20-25,000/month in apartment revenue.</li> <li>• The complex has a high occupancy rate and currently has no openings. There are 14 people on the waiting list for Level Acres with an average wait time of 6-12 months for an apartment to come available.</li> <li>• There were only 4 vacancies in 2024 compared to 13 in 2023.</li> <li>• There are ongoing property updates including updates to LED bulbs and light fixtures, updates to common areas (new flooring, automatic paper towel dispensers and tubeless toilet paper dispensers installed), 6 new apartments received new vinyl, carpet or both, and HUD regulation electrical upgrades.</li> </ul>	<p>A request was made for Ms. Zingg to attempt to research and send additional information to the Board Members regarding the current freeze on housing vouchers for Section 8 housing in Michigan.</p>



	Questions were answered for the Board Members regarding the topic throughout the presentation.	
Open Dialogue from Members	<p>A Board Member shared that they had recently attended a funeral service for an individual. The Board Member commented that they observed two providers from KMHC attending the service; this is just another example of the positive culture of the staff here at KMHC and the involvement within the community.</p> <p>A Board Member raised a question to the Board that had presented to them regarding if there could be a potential conflict of interest if a Board Member for the hospital also serves on a Township Board. Discussion ensued regarding the topic.</p>	
Public Comment	A member of the public provided comments on several topics that were discussed during the meeting including feedback on the zoning issue with the village, positive support for the potential creation of a Board Township Liaison Committee in the future, and feedback on the repayment of capital levy funds to the townships.	
Future Topics for Discussion	No additional topics for discussion at this topic.	
Upcoming Events/Conferences	Next Full Authority Board of Trustees Meeting on March 18, 2025.	
Adjournment	Upon proper motion the meeting was adjourned at 8:27 PM.	

Respectfully submitted,

  
Chandra S. Whiting  
Board Recording Secretary