

## Township Representatives:

<input checked="" type="checkbox"/>	George "Bud" Banker, Bear Lake	<input type="checkbox"/>	Janet Cox, Oliver	<input checked="" type="checkbox"/>	Eric Hendricks, Orange	<input checked="" type="checkbox"/>	Diana Needham, Kalkaska Village
<input checked="" type="checkbox"/>	Gregory Bradley, Clearwater	<input checked="" type="checkbox"/>	Alan Hart, Boardman	<input 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 checked="" type="checkbox"/>	Jeremy Holmes, DO	<input checked="" type="checkbox"/>	Sho Suzuki	<input checked="" type="checkbox"/>	Laura Zingg
<input checked="" type="checkbox"/>	Will Hilmert (left at 6:29 PM)	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	

## Community:

<input type="checkbox"/>		<input type="checkbox"/>		<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 6:00 PM in the Dr. William W. Kitti 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; Gregory Bradley, no; Alan Hart, no; Eric Hendricks, 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.	
Remarks from Board Chair Introduction of KMHC New Chief Financial Officer (CFO), Sho Suzuki	<p>The following opening remarks were shared with the Board Members to begin the meeting for the evening:</p> <ul style="list-style-type: none"> <li>• Mr. Klimek drew attention to the handouts provided to the Board Members of replacement documents for several tabs within their Board Member Binders.</li> <li>• All the KMHC Board Members received an insulated cup monogrammed with a "K" for Kalkaska Memorial Health Center and were offered a Kalkaska Memorial Health Center T-shirt. Ms. Dilley informed the Board Members that the insulated cups had been a well-received gift to all staff members at KMHC during the holidays. It was also shared with the Board that the T-shirts were designed by one of the providers in the KMHC Emergency Department and had been provided to KMHC Staff Members during the most recent hospital week in May.</li> <li>• Mr. Klimek referenced a recent article written by Mr. Paul Keasley regarding anxiety, mental health, and the growing influence of social media on the mental health of individuals in the United States. A few excerpts from the article were read to the Board. Mr. Klimek is working with Mr. Raymond to add the topic of Mental Health concerns and KMHC's response to these concerns to the July 2025 Board Meeting agenda.</li> <li>• It was noted by Mr. Klimek that the Board and the KMHC Leadership are doing the best job possible to plan for the future. Everyone needs to keep in mind that there is still a fair amount of uncertainty and that as we go forward, the Board needs to keep an open mind to explore new ideas and new opportunities for KMHC.</li> <li>• Mr. Raymond introduced Mr. Sho Suzuki, the new Chief Financial Officer, CFO, to KMHC.</li> <li>• Mr. Suzuki shared with the Board that he is from Grand Rapids, Michigan and attended Grand Valley State University. Mr. Suzuki's previous role was the Director of Financial Planning at Mary Free Bed before joining the Senior Leadership Team at KMHC.</li> </ul>	

Consent Agenda	<p>The consent agenda was reviewed as presented.</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	No public were in attendance at this time.	
<p>Moments of Excellence</p> <p>    KMHC 2025 Annual Strawberry Social</p>	<p>Mr. Raymond shared with the Board that the Annual Strawberry Social that was held on Sunday, June 8, 2025, was a tremendous success. This year's event served an estimated 300 attendees. Mr. Raymond thanked all of the Board Members, Management staff, and KMHC Team Members that came out on this sunny day to help make this event possible for the community.</p> <p>Mr. Klimek also noted that there were several comments from the KMHC staff that they were very pleased with the large turnout from the KMHC Board of Trustee Members this year.</p>	
<p>Community Wide Disaster Response Drill</p>	<p>Mr. Hilmert provided a brief overview for the Board Members of the recent large scale community disaster response drill that KMHC participated in on June 2, 2025.</p> <p>The disaster response drill was one of 10 that was happening on June 2, 2025, in various locations across that state of Michigan in partnership with the Michigan National Guard.</p> <p>The drill in Kalkaska County simulated a contamination event with live actors and allowed KMHC staff members from several departments to test their skills, knowledge, and equipment. During the drill, KMHC received 9 simulated contaminated patients and 10 simulated contaminated visitors.</p> <p>Mr. Hilmert shared that the disaster drill went very well overall for KMHC and there were also some key learnings for the staff from the event that will help KMHC prepare for possible real disaster events that could potentially happen in the future.</p> <p>Discussion ensued and questions were answered for the Board Members regarding the Disaster Response Drill.</p>	



<p>Medical Staff Report Medical Staff Update</p>	<p>Dr. Holmes informed the Board Members of the recent passing of a Kalkaska Medical Associates Team Member, Paula Homan. Paula was an amazing person, with a big heart, and will be missed by many at KMHC.</p> <p>The primary care office at Kalkaska Medical Associates and the KMA Walk-In Clinic was closed for a few hours on the afternoon of Friday, June 20, 2025, to allow staff to attend the service for Paula.</p>	
<p>Life Support Certification Policy</p>	<p>Dr. Holmes reviewed the purpose for the creation of the Life Certification Policy for the Munson system and the approval process of the policy.</p> <p>Questions were answered for the Board Members regarding the topic.</p> <p><b><u>Motion was made and duly supported to accept the Life Support Certification as presented. All "AYE." Motion carried.</u></b></p>	
<p>Committee Reports Executive/Finance Committee Meeting 05-21-25 Potential Legislative Impacts to KMHC</p>	<p>Dr. Stobert informed the Board that the Executive/Finance Committee met on May 21, 2025. During the meeting, the Committee Members had a discussion at length regarding potential legislative impacts on KMHC.</p> <p>This topic is being deferred until the CEO Report.</p>	
<p>Governance Committee Meeting 05-22-25 Review and Discuss Research of Governance Committee Workgroups</p> <ul style="list-style-type: none"> <li>• Board Education and Training</li> <li>• Board Self-Evaluation and CEO Evaluation</li> </ul>	<p>Mr. Zenner acknowledged that the Committee met on May 22, 2025, and the topics of discussion were carried over to the June Meeting.</p>	
<p>Governance Committee Meeting 06-10-25 Continued Discussion of Governance Committee Workgroups Selection of Recommendation for First Board Education/Training Topic</p>	<p>Mr. Zenner provided an update to the Board regarding the recent meeting of the Governance Committee on June 10, 2025. During the prior meeting in May and this meeting the Committee Members discussed and came to the consensus the importance of the Board Members being educated and the need for Board Members to complete ongoing education.</p>	<p>Ms. Whiting will send the link via email to the Board Members for the first ongoing Board Education "Using Board Meeting Time Wisely."</p>

	<p>The Board was also reminded that the Governance Committee was approved to create a plan for ongoing education for the Board.</p> <p>The recommendation was made to the Full Board from the Governance Committee for Board Members to have a quarterly baseline of one required training course for ongoing education. The recommendation from the Committee Members is to start the ongoing education with the training "Using Board Meeting Time Wisely" and ask that all Board Members take the training before the September 2025, Board Meeting. At the September 2025 Board Meeting there will be an Agenda Item for time to discuss the training and share key takeaways.</p> <p>The Board Members were also reminded that any of the education items/training on the recommended list are available to all Board Members at any time. Board Members were encouraged to take additional training courses and share key takeaways with fellow Board Members at upcoming meetings.</p> <p><b><u>Motion was made and duly supported to begin the requirement of ongoing Board Education and to begin the ongoing Board Education with the first training being "Using Board Meeting Time Wisely". All "AYE." Motion carried.</u></b></p> <p>Discussion ensued regarding the importance of ongoing education, that it is part of Board Member due diligence, and suggestions for topics for education.</p>	<p>Ms. Whiting will add the document from the Board Packet containing all the recommended Board Education/Training links to Director's desk for Board Members.</p>
CEO Evaluation	<p>Mr. Zenner referenced the draft CEO Evaluation Process document and CEO Evaluation document included in the Board Packet for the Board Members to review.</p> <p>Mr. Klimek explained that the CEO Evaluation Process document was developed to set a timeline, expectations, and the process of how to complete the CEO evaluation. The CEO Evaluation document is a living document that can be updated as needed and contains specific areas and levels for evaluation of the CEO.</p> <p>Discussion ensued and questions were answered for the Board Members regarding the two proposed documents.</p> <p>Mr. Zenner explained to the Board Members that the draft documents (CEO Evaluation Process and CEO Evaluation) were being presented to the Full Board this month for their review. The documents will be brought back to the Full Board at the July 2025 Board Meeting for approval. The Governance</p>	



	<p>Committee will be meeting again on July 17, 2025, and Board Members were asked to provide any feedback regarding the CEO Evaluation Process Document or the CEO Evaluation Document to Committee Members prior to their next meeting.</p> <p>Mr. Klimek also informed the Board that the Governance Committee will be developing a Board Evaluation and a Board Chair Evaluation after the completion of the CEO Evaluation.</p>	
<p>Strategic Planning Committee Meeting 06-05-25 Upcoming Strategic Plan</p>	<p>Mr. Cannon provided an update to the Board regarding the recent meeting of the Strategic Planning Committee on June 05, 2025.</p> <p>Mr. Raymond provided a high-level overview of the upcoming strategic planning process including the following highlights:</p> <ul style="list-style-type: none"> <li>• A review of the steps that will be taken in the strategic planning process including the following: <ul style="list-style-type: none"> <li>➤ Clarification of the mission, vision and values</li> <li>➤ Conducting a SWOT analysis</li> <li>➤ Defining strategic priorities</li> <li>➤ Writing and communication of the strategic plan</li> <li>➤ Development of the goals and metrics</li> <li>➤ Implementation, monitoring, and revision</li> </ul> </li> <li>• Timeline for the completion of the various steps for the next Strategic Plan from now through June of 2026 and a review of who will be involved throughout the process.</li> </ul> <p>Discussion ensued regarding the upcoming Strategic Planning cycle.</p>	<p>Mr. Klimek noted that the topic of a Senior Living Committee will be added to the agenda for the next Strategic Planning Committee Meeting.</p>
<p>Board Quality, Safety, and Patient Experience Committee Meeting 06-12-25</p>	<p>Ms. Pauch provided an update of the recent meeting of the Board Quality, Safety, and Patient Experience Committee. Ms. Pauch stated that the committee met, and 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>Audit and Compliance Committee Meeting 06-24-25 Employment Agreement Compensation Review</p>	<p>Mr. Raymond informed the Board Members that the Audit and Compliance Committee met before the Board Meeting. One of the purposes of the Audit</p>	

Emergency Medicine-Dr. Edward Craven	<p>and Compliance Committee is to ensure that employment contracts are within fair market value.</p> <p>During the meeting, the contract that was reviewed and discussed by the committee was found to be within fair market value. The committee accepted the validation of the contract.</p>	
Board Chair Report Munson Healthcare Update	<p>Mr. Klimek reported on the following:</p> <ul style="list-style-type: none"> <li>• Ms. Zingg and the team at KMHC received recognition for this year's very well put together 2024 Community Benefit Report.</li> <li>• Munson Healthcare continues to be focused on the current legislative updates.</li> <li>• Munson Healthcare will be receiving a \$500,000 grant for housing from the State of Michigan to assist with staffing needs.</li> <li>• Mr. Raymond was recognized for the positive example he sets with his advocacy work.</li> </ul>	
Items of Interest: KMHC in the News	<p>Mr. Klimek referenced the recent articles from the Kalkaska Review included in the Board Packet pertaining to KMHC for the Board to review.</p>	
McKinnon-Cox Lawsuit Update	<p>Mr. Klimek read a prepared statement from legal counsel, Mika Meyers, to provide an update to the KMHC Board Members regarding the status of the ongoing McKinnon-Cox Litigation.</p>	
CEO Report Legislative Update	<p>Mr. Raymond provided two informational handouts to Board Members pertaining to potential Medicaid cuts with proposed legislation.</p> <p>Mr. Raymond referenced the document in the Board Packet pertaining to some of the potential financial impacts to KMHC with proposed legislation. He reviewed the documents and provided a high-level overview of these potential impacts including the following:</p>	

	<ul style="list-style-type: none"> <li>• A high-level explanation of add-on payments, including the provider tax payment, that helps KMHC to offset the cost of care and three possible impact scenarios.</li> <li>• Due to the potential impacts of proposed tariffs, experts believe that there may be increases in costs of pharmaceuticals and supplies of 15% in the next six months. KMHC is planning for an anticipated increase of at least 8%.</li> </ul> <p>Mr. Raymond also informed the Board that KMHC Senior Leadership has reached out to Congressman Bergman at the request of the Strategic Planning Committee to extend an invitation for an on-site visit of KMHC. There is a tentative date set up at this time for a visit from Congressman Bergman for August 13, 2025.</p> <p>Discussion ensued and questions were answered for the Board Members.</p>	
FY 2026 Operational Budget	<p>Mr. Raymond recognized the members of the KMHC Senior Leadership Team for their hard work and contributions to the completion of the FY 2026 Operational Budget.</p> <p>Mr. Raymond then turned the meeting over to the new CFO, Mr. Suzuki, to present the FY 2026 Operational Budget.</p> <p>Mr. Suzuki provided a review of the highlights of the proposed FY '26 Operational Budget referencing the documents included in the packet for the Board Members.</p> <p>Questions were answered through the presentation for the Board Members.</p> <p><b><u>Motion was made and duly supported to approve the FY 2026 Operational Budget as presented. A roll call vote was taken as follows: George "Bud" Banker, yes; Nelson "Jerry" Cannon, yes; Dale De Korne, yes; Gregory Bradley, yes; Alan Hart, yes; Eric Hendricks, yes; Dr. R. Troy Stobert, yes; Tracy Nichol, yes; Matthew Brenner, yes; Diana Needham, yes; Melanie Pauch, yes; Robert "Bob" Barr, yes; Kim Stephens, yes; Bruce Zenner, yes; Noreen Broering, yes; Lynnette Cervone, yes; Charlie Stiehl, yes; Karl Klimek, yes. 18 "AYES." 0 "NAYS". Motion Carried.</u></b></p>	




<p>Patient Experience – KMA Information Board (Deferred from May Board Meeting)</p>	<p>Mr. Conklin reminded the Board Members that one of the goals set for FY 2025 was to improve patient experience in Kalkaska Medical Associates (KMA) regarding patient access.</p> <p>Mr. Conklin referenced the PowerPoint presentation in the Board Packet and provided a high-level overview of the new digital Information Board for patients that has been placed in KMA. The information Board was placed in KMA to provide notifications to patients if their providers are "on-time" or to show the wait time for their provider.</p> <p>Since the new KMA Information Board has been launched in March, the patient experience score specific to how well informed a patient was informed about delays has continued to increase. The feedback from patients and KMHC providers has also been very positive.</p> <p>The KMHC Senior Leadership Team has plans to implement the Information Boards in the KMA Walk-In Clinic, as well as the Radiology/Lab areas. The Boards will be used in these areas to inform patients of their place in line.</p> <p>The Information Boards can also be used through the facility as an educational tool for patients, for recruitment, as well as to get hospital wide safety messages out when necessary.</p> <p>Discussion ensued regarding the new KMA information Board.</p>	
<p>501(c)(3) Update</p>	<p>Mr. Raymond provided an update to the Board regarding the status of KMHC's transition to a 501(c)(3) entity including the following highlights:</p> <ul style="list-style-type: none"> <li>• Mr. Raymond met with Representatives from the twelve Townships and the Village on May 22, 2025.</li> <li>• The meeting on May 22, 2025, was held to inform the Townships and the Village that the initial Articles of Incorporation that were filed with the State of Michigan, LARA, were not accepted, the reasons for the Articles not being accepted, and what minor revisions to the original Articles of Incorporation were needed to be accepted by the State of Michigan.</li> <li>• According to LARA, townships do not meet the criteria to be an "incorporator". Therefore, a revised resolution is needed from each</li> </ul>	

	<p>Township and the Village to appoint an individual to be the Corporate Member for each Township and the Village.</p> <ul style="list-style-type: none"> <li>• The new information was well received by all the Townships and the Village. KMHC Senior Leadership is currently in the process of working with the Townships and the Village to obtain the revised resolutions.</li> <li>• Once all the revised resolutions are received, KMHC should be able to re-file the Articles of Incorporation to form the 501(c)(3) corporation.</li> <li>• KMHC has updated the initial timeline for the transition from July 1, 2025, to an anticipated transition date of January 1, 2026.</li> <li>• At this point, there has been very little discussion with the Townships regarding the levy repayment. The focus of the KMHC Leadership Team has been on the formation of the 501(c)(3) corporation.</li> </ul>	
Walk-In Clinic Update	<p>Mr. Conklin informed the Board that the new Kalkaska Medical Associates (KMA) Walk-In Clinic space opened on June 02, 2025. The new space has been very well received and is integrated extremely well with the other ancillary services within the facility.</p> <p>With the opening of the new Walk-In Clinic, the trends show the visits to the clinic are increasing and the visits to the Emergency Department are higher acuity patients and decreasing in number. This is the trend that was expected with the opening of the new clinic space.</p> <p>The KMA Walk-In Clinic plans to expand their hours of operation in August to 10:00 AM-8:00 PM.</p> <p>Questions were answered for the Board Members regarding the topic.</p> <p>Mr. Raymond also informed the Board Members that the construction has started on the pharmacy expansion project.</p>	
Open Dialogue from Members	<p>A Board Member provided recognition to Mr. Raymond and the Senior Leadership Team for their actions and future planning to ensure that KMHC is well prepared to be able to successfully deal with potential changes that may be coming. KMHC is very fortunate to be where we are today.</p>	<p>At the request of a Board Member, the PDF version of the handouts from the legislative update will be sent to the Board Members.</p>



	<p>A Board Member inquired about how to identify what information from a KMHC Board of Trustees Meeting can be shared with the public.</p> <p>Mr. Raymond reminded the Board that he is still available to meet with individual Board Members one-on-one if they would like to set up a meeting.</p>	
Public Comment	<p>A Board Member shared a comment from a community member that there is not any coffee available anywhere within the hospital for visitors.</p>	
Future Topics for Discussion	<p>There were no future topics discussed at this time.</p>	
Upcoming Events/Conferences	<p>Next Full Authority Board of Trustees Meeting on July 22, 2025.</p> <p>KMHC will be participating in the Elk Rapids Harbor Days Grande Parade on August 02, 2025, at 12:00 PM.</p>	
Adjournment	<p>Upon proper motion the meeting was adjourned at 8:27 PM.</p>	

Respectfully submitted,



Chandra S. Whiting  
Board Recording Secretary