

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

MINUTES OF THE NOVEMBER 24, 2025 MEETING

PRESENT: Carol Crawford, Mary Marois, Karen Griggs Board
Darrell Lavender, Dave Hautamaki, Kory Hansen, Darcey Gratton Staff
TJ Andrews Commission

ABSENT:

GUESTS: Thomas Werner of Maddin Hauser

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 Hall.

Roll Call - Crawford – yes, Marois - yes, Griggs – yes

First Public Comment – None.

County Liaison Report – County Liaison Andrews provided an update on recent discussions from the County Board of Commissioners (BOC) meetings.

Approval of Agenda – Chair Crawford requested to add Foundation Trustee Appointment under C. Business (4).

Motion was made by Marois to approve the agenda as amended. Seconded by Griggs 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 10/30/25 Board Meeting
- (2) October Resident Council Minutes
- (3) Third Quarter Foundation Financials

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

Items Removed From Consent Calendar – None.

Chairman Report – None

Foundation Board Report – Griggs provided an update on the Foundation Board's recent activities, reporting on key discussions from their meeting on November 5, 2025. One major item highlighted was the board members' commitment to transparency, as they all signed a conflict of interest agreement, which is reviewed and signed annually. Griggs also provided an update on the creation of a new Development Director position, explaining that the Foundation's Executive Committee is currently working on drafting the job description with Administration.

Additionally, plans are actively underway for two significant upcoming events: the 2026 Concert Lawn Series and the annual Golf Outing.

PACE North Board Report – Crawford provided an update on the PACE North Board, reporting that the Board is actively seeking new members to reach a total of nine. Currently, the Board has seven members, including a recently appointed member. A strategic planning session was held in November, focusing on the growth of PACE North. During their session, the PN Board discussed the potential for expanding services to include Antrim, Emmet, and Cheboygan Counties. The next PACE North Board meeting is scheduled in December.

Service Excellence Awards – Crawford reviewed September's Service Excellence Awards and announced this year's Leading Age nominations that were submitted from the Pavilions.

Guest presentation – GTP Medical Director, Dr. April Kurkowski of Sound Physicians – Dr. April Kurkowski, the Medical Director for GTP, provided an overview of the current providers and services offered through Sound Physicians, as well as their ongoing relationship with Munson Healthcare. She highlighted key areas such as Mental Health and Therapy Services. Dr. Kurkowski shared that she attends monthly Quality Assurance and Performance Improvement (QAPI) meetings with staff, where she is involved in special projects related to hospitalization and telehealth initiatives aimed at keeping residents within the facility. She also emphasized the continued focus on monitoring falls, analyzing trends, and conducting medication reviews to minimize the use of antipsychotic medications. Dr. Kurkowski also participates in staff education, focusing on infection control practices, CMS rules and regulations, and collaboration with Community Mental Health.

Dr. Kurkowski out 9:33am

Chief Executive Officer Report – Lavender shared updates on recent efforts to re-engage the Pavilions with the community, including meetings with several local leaders, such as Munson Medical Center CEO Joe Hurshe, TCAPS Superintendent Dr. VanWagoner, Traverse Connect CEO Warren Call, Cherry Festival CEO Kat Paye, and Commons Developer Raymond Minervini II.

A multi-stakeholder Drainage District Planning Meeting took place on November 17, bringing together representatives from The Commons, Munson Medical Center, Grand Traverse Pavilions, Traverse City, GT County, and the County Drain Commissioner, with Garfield Township to join future discussions. The meeting focused on addressing the impacts of the 2020 flooding and ongoing stormwater drainage issues. Stakeholders agreed to submit a joint petition to the County requesting an audit of the affected area to determine whether a formal drainage district should be established. They also discussed the condition of private roadways connecting key locations and the potential need for future improvements in road maintenance, traffic, and pedestrian safety.

Andrews out 9:36am

Lavender presented a report on recent Town Hall meetings attended by staff at two different times, with a recording available for those who missed it. Topics covered included the reopening of the cafeteria, new resident dining chairs, health benefits updates, and increased engagement with the Foundation. The main highlight was the introduction of a new organizational theme, "A Grand Mission 24/7/365," centered on four core values: residents first, being the first choice for

the team, quality safe care, and operational performance. This theme is aimed at fostering greater trust and collaboration within teams.

Lavender stated the Foundation activity has been strong, with nearly \$41,000 raised year-to-date through events like the golf outing and the COL campaign. So far, the Foundation has provided over \$71,000 in support to GTP, funding various initiatives such as the purchase of 29 TVs, two grills for COL, scholarships for residents, care for fish and birds, exercise equipment for the Pavilions and Cottages, and new Christmas decorations. Looking ahead to 2026, Lavender stated he plans to further engage the Foundation with GTP's healthcare team. He also noted the goal of creating a Development Director position by the end of the year, with plans for the Foundation to share the cost of this new position.

Lavender provided operational and financial updates. Census numbers showed a temporary decline in occupancy during September and mid-October due to process changes, though November activity has been favorable, with Cottage occupancy stable at 60 residents. Accounts Receivable (AR) have increased to 73 days, totaling approximately \$7.9M. Solutions to address cash flow and AR processes are being evaluated, including software upgrades, consultant support, and optimizing the revenue cycle. Wellness services remain stable, with a slight increase in outpatient therapy visits and Cottage resident visits. In staffing, 10 new hires were made in October, bringing the total number of employees to 361 at the end of September.

Hautamaki reported the growing need to hire additional staff for Aspen Pavilion as occupancy increases. He also shared that the facility's Quality Measures rating has improved from three stars to four stars. To further enhance quality systems and ensure readiness for future surveys, Hautamaki shared that he has contracted with Health Care Consultant and Educator, Vickie Burlew to maintain quality systems and support survey preparation efforts.

BUSINESS

- (1) **Financial Report** – Hansen presented the financial operations report for October 2025, highlighting key items such as the non-available bed plan and a positive variance in other revenue. Hansen addressed questions from the board members regarding the financial details.

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

- (2) **2026 Operating Budget** – Hansen presented the proposed operating budget for 2026 and addressed questions from the board members. Hansen reviewed the narrative provided in the board packet. Marois expressed concerns regarding an unbalanced budget for the Cottages, understanding that changes are expected, with a focus on the Cottages to be discussed in the upcoming strategic planning study session in December. The board requested to approve the budgets separately.

Motion made by Griggs to accept the proposed 2026 Operating Budget for Grand Traverse Pavilions Medical Care Facility as presented. Seconded by Crawford and carried unanimously. Roll Call - Crawford – yes, Marois - yes, Griggs – yes.

Motion made by Marois to accept the proposed 2026 Operating Budget for Grand Traverse Pavilions Cottages as presented. Seconded by Griggs. Motion carried.
Roll Call - Crawford – yes, Marois - no, Griggs – yes.

- (3) **Self-Funded Benefits Account – Resolution 2025-5** – Hansen reviewed the need to open a checking account at Fifth Third Bank for the purpose of administering the self-funded employee insurance program for the purpose to ensure proper financial management and accountability for insurance funding.

Motion was made by Marois to approve Resolution 2025-5 Self-Funded Benefits Account as presented. Motion was seconded by Crawford and carried unanimously.
Roll Call - Crawford – yes, Marois - yes, Griggs – yes

- (4) **Foundation Trustee** – (added) – Crawford stated that Griggs will be stepping down as the appointee to the Foundation Board, and Marois has expressed interest in being appointed as a new board member. Since the need for this change is not urgent, especially as the next Foundation Board meeting is not scheduled until February 2026, it was decided to bring a Resolution to the next board meeting for approval, in order to follow the normal approval procedures.

Grand Traverse Pavilions Announcements

- (1) December 10, 2025 – Next Regular Board Meeting @ 2:00pm
- (2) December 10, 2025 – Study Session: Pre-Strategic Plan @ 3:00pm
- (3) December 17, 2025 – County Commissioners Presentation @ 9:00am

Second Public Comment – None

Closed Session – Motion was made by Crawford seconded by Marois to go into Closed Session at 10:45 a.m. for the purpose of Closed session pursuant to section 8(e) of the Open Meetings Act, to consult with legal counsel regarding trial or settlement strategy in connection with pending litigation, Melissa Gomez v. Grand Traverse Pavilions; Grand Traverse County Health and Human Services Board; and David Hautamaki. Case No. 25-37640-CD

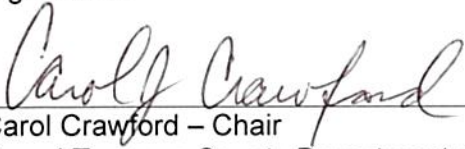
Hansen out 10:45 a.m.
Werner in 10:45 a.m.

Motion was made by Marois to come out of Closed Session at 11:13 a.m., seconded by Griggs and carried unanimously.

Motion was made by Crawford to approve the proposed settlement terms with Melissa Gomez v. Grand Traverse Pavilions; Grand Traverse County Health and Human Services Board; and David Hautamaki., seconded by Marois and carried unanimously. Roll Call - Crawford – yes, Marois - yes, Griggs – yes

Meeting adjourned at 11:14 a.m.

Signatures:



Carol Crawford – Chair

Grand Traverse County Department of Health and Human Services Board

Date: December 10, 2025 Approved
_____ Corrected and Approved