

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

MINUTES OF THE MARCH 27, 2025 MEETING

PRESENT: Mary Marois, Carol Crawford, Karen Griggs Dave Hautamaki, Lindsey Dood, Darcey Gratton	Board Staff
ABESENT: TJ Andrews	Commission
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 – none

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 2/27/25 Board Meeting
- (2) February 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 gave an update on the hiring a new CEO stating the board has narrowed down to sixteen applicants. The board agreed to meet soon to narrow down the remaining applicants to start the interview process.

Service Excellence Awards – Marois reviewed February's Service Excellence Awards.

Cottage Masterplan Update – Marois recently met with Hautamaki and the president of the Foundation to discuss and develop a strategy for the next steps regarding the Cottages. During the meeting, Hautamaki shared that he has instructed his team to conduct further research on other Assisted Living facilities to explore ways to expand services and better meet the growing needs in the area and will provide updates as progress is made.

CEO Update – This agenda items was covered under the Chairman Report so no further update was needed.

Chief Executive Officer Report – Hautamaki reviewed the February monthly report and addressed questions from the board members. He highlighted key activities and menu options, providing the board with a copy of the February activities calendar. Hautamaki also shared the news that Financial Director Lindsey Dood will be retiring on April 18th. Former Administrator/ CEO and CFO Kory Hansen has been re-hired to take over Dood's position. Both Hautamaki and Marois took a moment to recognize and commend Dood for his exceptional work as Finance Director.

BUSINESS

- (1) **Financial Report** – Dood presented the financial operations report for February 2025 and answered board members' questions. Dood emphasized the outstanding balance owed by PACE North under the terms of a deferral agreement. Additionally, Dood noted that, as advised by legal counsel, a Denial of Payment Notice had been issued to PACE North in accordance with the agreement.

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) **Request to Purchase – Mock Survey Agreement** – Hautamaki reviewed the necessity for a mock survey as outlined in his memo to the board. Two bids were received, and the recommended bid was for Lebenbom & Rothman Consulting as presented based on it being the lowest bid.

Motion made by Crawford to approve the agreement for a mock survey with Lebenbom & Rothman Consulting as presented to the board. Motion was seconded by Griggs and carried unanimously. Roll call Marois – yes, Crawford– yes, Griggs – yes.

- (3) **Request to Purchase – Aspen & Birch Roof** – Hautamaki reviewed the request to replace the roofing on the Aspen and Birch Pavilions and provided quotes for replacing either one or both. He noted that Aspen Pavilion is in the worst condition, but both pavilions need to be replaced as soon as possible. Three bids were received, and the recommended bid was from T.E.S. Construction, as it was the lowest bid.

Motion made by Griggs to approve the bid from T.E.S. Construction for \$238,750.00 to replace both Aspen and Birch Pavilion as presented. Motion was seconded by Crawford and carried unanimously. Roll call Marois – yes, Crawford– yes, Griggs – yes.

- (4) **Request to Purchase – Dump Trailer** Hautamaki reviewed the need to purchase a dump trailer. Three bids were received, and the recommended bid was for Team One Trailers. based on it being the lowest bid.

Motion made by Crawford to approve the bid from Team One Trailers for \$10,400.00 to purchase a dump trailer as presented. Motion was seconded by Griggs and carried unanimously. Roll call Marois – yes, Crawford– yes, Griggs – yes.

- (5) **Attending/Consulting Privileges** - Hautamaki reviewed the request by Longevity of Michael Norwick, NP and Chaz Casey, PA to have attending privileges and Leah Buckingham, NP to have consulting privileges. All credentials were reviewed by Dr. April Kurkowski, Medical Director and approved.

Motion was made by Crawford to approve Michael Norwick, NP, Chaz Casey, PA and Leah Buckingham, NP as presented to the board. Motion was seconded by Griggs and carried unanimously.

Grand Traverse Pavilions Announcements

- (1) Next regular board meeting April 24, 2025.
- (2) Marois shared that a MCMCFC conference is available for the Board to attend in June and asked them to reach out to the DHHS office if they are able to attend.

Second Public Comment

Linda Pepper

Meeting adjourned at 10:48 am

Signatures:



Mary Marois – Chair

Grand Traverse County Department of Health and Human Services Board

Date: 4/24/25 Approved

Corrected and Approved