

# Strategic Planning Committee Report

**DATE:** 11 January, 2023

**MEETING TYPE:** Zoom

**MEMBERS PRESENT:** Gary De Gasta (Chair), Michael Klopchin, Brenda Cruickshank, Jennifer Carmichael, Peter Niles, and Joyce Scribner

**MEMBERS ABSENT:** Charly Dickerson

**INVITED GUESTS:** Melissa Jackson, Asa Morin, and Robyn Boland

**MEETING START TIME:** 10:03 am

**IMPLEMENTATION of STRATEGIC GOALS:** VVH Strategic Plan Goals: #1 - Serve More Vermont Veterans; Goal #3 - Expand Geographic Reach; and Goal #4 - Offer New Services.

**Review of SPC Report** of November 16, 2022. Motion to accept November 16, 2022, Committee Report made by Joyce Scribner, second by Jennifer Carmichael. No discussion. None opposed. Motion carried.

Follow up items will be Agenda items for the February 8, 2023, BoT meeting:

1. Trustees serving on additional Board Committees
2. CEO to report on the status of the Market Study

Follow up items for consideration today:

1. Calendar Year Quarterly Tracking Tool of BoT Committee Reports – The Board will use the Tool to improve the Tracking of Committee Reports was shared with the membership.
2. Status of the Market Study: The State is currently working on the formal contract with the Market Study Group. Once the contract is completed, recommend scheduling a meeting with the Market Study Group and the SPC.

## **DISCUSSION:**

A year-long data-gathering Market Study has been funded by the Home and a contract award should be made in the not too distant future. While the Study work is expected to begin shortly thereafter, its findings and recommendations likely will not be available until the first quarter of CY 2024.

In light of the above, SPC Chairs and members discussed three Strategic Plan charges assigned by the Committee Chairperson:

**CHARGE #1:** While awaiting receipt of the Market Study deliverables in 2024, how should the BoT and the SPC focus their Strategic Planning time and energy in 2023?

**COMMITTEE RESPONSE:** There was consensus by the members that without the findings and recommendations which the VVH Market Study is expected to deliver and, “without a crystal ball” (as characterized by one member), it was extremely difficult to determine where the Board Trustees and its Committees should/should not devote time and energy. Strategic Planning issues will likely arise and will be addressed by appropriate Committees and/or by the full Board.

**CHARGE #2:** Review Committee-assigned Strategic Initiatives/Goal(s) and decide which Action Steps will likely be their focus during 2023 – be prepared to identify the specific steps and the rationale for including them and excluding others.

**COMMITTEE RESPONSE:** Committee Chairs preferred a broader Strategic Planning focus. When and where discussions relating to specific Action Steps [those mapped to their Strategic Initiative(s)] arise, Chairs will address them in Committee and offer feedback and recommendations reflected in their Committee Reports.

**CHARGE #3:** The SPC Chairperson **congratulated and thanked Board Chairs and Committee members for exercising due diligence in successfully meeting their oversight and monitoring responsibilities.**

**COMMITTEE ACTION:** In CY2023 and beyond, Chairs and Board Committees, in consultation with Department Heads and employees, were encouraged to continue performing due diligence in concert with **Article VI** of the **By-Laws** of the Board of Trustees of the Vermont Veterans’ Home.

**OTHER TOPICS DISCUSSED:**

**Talking Points** – The CEO is working on Talking Points to be distributed to the Board at the April 12 meeting and will prepare Targeted Talking Points for different constituents (VSO's, legislators, etc.).

The CEO just received the findings from the Agency on Healthcare Research and Quality Survey on Patient Safety and Nursing Home Culture. The CEO, COO and QA Nurse will review the results and present an Action Plan to the Board, hopefully in time for the April 12 Board meeting. There was a very commendable 40% staff participation in the survey.

**FINDINGS and RECOMMENDATIONS:**

**FUTURE AGENDA ITEMS:** Obstacles Board Committees, including the SPC, encountered while addressing Strategic Initiatives.

**MEETING END TIME (adjournment):** 11:33 am

**COMMITTEE CHAIR:** Gary De Gasta 12 January 2023

2023 Strategic Planning Committee Meetings: May 10 (TBD, In person/via Teams), July 12, and November 8 at 10:00 am