

SPECTRUM HEALTH MASTER PLAN
CORE TEAM MEETING NOTES / ACTION ITEMS

2/22/2020



Project: SPECTRUM HEALTH SYSTEM MASTER PLAN
Meeting Date: 2/20/2020
Issue Date: 2/21/2020
Prepared By: Donald G. Bellefeuille

Meeting Location: 648 Monroe 4th Floor Brass Works Building Suite 400
Meeting Purpose: Core Team Meeting

Participant	Present	Participant	Present	Participant	Present
Alan Kranzo	Yes	Donald Bellefeuille	Yes	Nico Bracco	No
Brian Brasser	Yes	Paula Buick	No	Eileen Trimbach	No
Patrick McKown	Yes	Mike Romano	Yes	Ryan Hullinger	Yes
Daniel Bacchioc	No	Lindsley Withey	Yes	Kim Way	Yes
		Sushil Bose	No	Chris Vishey	No
		Kaitlin Wolcott	No		

Note: Information being documented represents our best understanding of the discussions held and decisions reached at this meeting. Please report any inaccuracies within 48 hours. Items indicated as action items may affect project budget and/or schedule and require immediate attention by the responsible party.

MICROSOFT TEAMS MEETING INFORMATION
Conference Line: +1 616-552-9548, Conference ID: 659 903 08#
Join the virtual meeting via your calendar invite.

MEETING NOTES & ACTION ITEMS	
	Prepare Executive Summary to be used for the Medical Group, Hospital Board meetings, both in April, and the System Board in June Donald to develop the Summary, Alan will provide meeting dates, Matt Cox to provide expectations of presenters.
	Accelerate the following items on the Roadmap: Nico New Hotel - 2020-21 Big Rapids primary care clinic -2022, with volume trigger (7 patients per day) Ludington renovate acute care beds - 2020 Unhide all projects on the Roadmap because they were deemed as leases (leases are capital)
	Provide dates for all in-flight projects and executive sponsors Alan Add the Priority Health building to the inflight projects Alan to provide, Nico to add
	Add additional land purchases to the land acquisition list Alan to provide, Nico to add Medical mile gas station 320 Michigan (risk and compliance office)
	Create a comprehensive list for 2020 purchases - CTI, Fuller, and West Pavilion Alan to provide
	Implementation, timing, and planning Different way of working: Combined project implementation Rough staffing plan (internally need 2 more FTE's) Detail what is launched by month or quarter Differentiate between planning and construction phases Add community event results Detail internal and external communication plan Show revised Medical Center timeline for confirmation Add a slide that shows work done to date on advanced planning, e.g. hotel, BT OR's, etc.
	Of note: Meijer is interested in purchasing Spectrum's Ferris location Looking at a JV for the Lowell property acquisition
	END OF NOTES