



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	No Bracco	Yes
Brian Brasser	Yes	Paula Buick	No	Eileen Trimbach	Yes
Patrick McEown	No	Mike Romano	Yes	Ryan Hullinger	No
Daniel Bacchiocchi	No	Lindsay Withey	No	Kim Way	Yes
		Sushil Bose	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: 799 795 478#
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TEAM ACTION ITEMS						
No.	ACTION	RESPONSIBLE	OPEN	DUE	PROGRESS/RESOLUTION	STATUS
56	Planning team is to provide information on successful quaternary organizations building ASC's within medical campuses.	Donald Bellefeuille	2/6/2020	2/19/2020	UC Davis in Sacramento California places an ASC on campus. However, is not yet built.	Completed
57	Provide examples of organizations that have successfully developed outpatient facilities (and/or micro-hospitals) by reducing square footage efficiently.	Donald Bellefeuille	2/6/2020	2/11/2020	Current team knowledge indicates that most places are building new facilities.	Completed
DECISIONS						
No.	DECISION	RESPONSIBLE	OPEN	DUE	PROGRESS/RESOLUTION	STATUS
5						
6						
7						
8						
9						
MEETING NOTES						
1	MEETING GOAL: Review action items from 2/20 core meeting. The planning team will address any questions and recommendations by SHS Core leadership as discussed during this meeting.					
2	Executive Summary Status: Donald will provide a draft for review. <i>a) Post Conference:</i> Donald provided a draft to Alan on 3/4.					
3	Community engagement: a) This is a Q/A input session with the community. b) Includes community partners within the medical core (GR Community College, City of Grand Rapids, Heritage Hill representatives, Belknap Lookout, Ferris State, VanAndel Institute, etc.) c) Kim Way and Ryan Hullinger have been requested to moderate the community Q/A session. d) Tentatively scheduled for 4/15 - 4/16. e) There is no need for the design team to develop material to present. f) SHS Communications will be engaged for this effort. g) This is the first time this collective group is together for this purpose.					
4	Roadmap acceleration: a) Nicolas Bracco is currently updating cost model. b) It was noted that it seems like its going back to aggressive cost model.					
5	Projects in-flight: a) There is a comprehensive list being compiled to be incorporated into the implementation plan. Alan will forward comprehensive list to Nico, Donald and Kim. b) Priority Health master plan will be added to projects in-flight.					
6	Add land purchase to cost model. Alan is developing and will be sending week of 3/2 with dollar values included. a) Include 2020 purchases (CTI, Fuller, West Pavillion).					
7	Executive Meeting Update: a) Nex ESC meeting is being re-scheduled from 3/25 to week of 4/13. b) Draft ESC deck was reviewed by Donald. It includes items such as: i. Advanced Planning Strategy (background, implementation, activities, structure, progress to date, etc.) c) <i>Meeting Goal:</i> Approve advanced planning strategy and final medical mile scenario. ii. The main message is that executives have been heard and there is a road map. i) The topics should not be lengthy but focus on what does it mean to the executives, such as: how will it be applied to regionals, alignment with business plans, upcoming rapid fire projects.					
8	Status on ASC: a) Discussions: i. Need to consider connectivity for ASC option on the new ICU tower. ii. Option across the street has a perception of being too far away. iii. If organization is willing to wait, the option on the south side of Michigan is a better option, however, across the street is a faster option. iv. Main goal for either option is to reduce the cost of care for the organization v. An ASC is needed based on volumes. However, need more clarity for recommendation. vi. ASC onsite needs further input from Gwen. vii. If an ASC is not an option, need to decide what to do with OR Platform. viii. Need to decide if ASC deck is worthy of Executives attention, or if this is considered in Alan and Brian's Advanced Planning category.					
9	Medical Education Building currently is referred to by various names. Alan will provide a building name as we move forward.					
10	NEXT STEPS: 1. MARCH 2020: a. Finish production of master plan. 2. APRIL 2020: a. Final ESC meeting 4/17 - re-scheduled from March 2020. b. Community engagement - Tentatively scheduled for 4/15 - 4/16					
11	NEXT CORE MEETING: 3/5/2020 Core Meeting is cancelled. Next meeting - TBD.					
END OF NOTES						

Spectrum Health System Master Plan

Re: Core Team Meeting
 Meeting Date: February 27, 2020
 Meeting Time: 2:00 PM EST

Core Team Member	Role	Organization
Alan Kranzo	Director, Strategic Real Estate Services	Spectrum Health
Daniel Bacchiocchi	Sr. Director, Real Estate & Facilities	Spectrum Health
Patrick McKown	Facilities Planner	Spectrum Health
Brian Brasser	SVP, Chief Operating Officer	Spectrum Health
Michael Romano	Director, Healthcare	Navigant
Lindsley Withey	Director, Healthcare Strategy	Navigant
Sushil Bose	Associate Director, Healthcare	Navigant
Kaitlin Wolcott	Sr. Consultant, Healthcare	Navigant
Nicolas Bracco	Facility and Capital Planner	Nissa Consulting
Ryan Hullinger	Partner, Architect	NBBJ
Kim Way	Principal, Urban Design/Planner	NBBJ
Donald Bellefeuille	Director, Healthcare Strategy	NBBJ
Paula Buick	Sr. Associate, Healthcare Planner	NBBJ
Chris Vishey	Sr. Consultant, Healthcare	NBBJ
Eileen Trimbach	Associate, Project Manager	NBBJ

AGENDA

	Subject	Responsible	Time
1	Roll call	Alan	2:00 – 2:05
2.	Review action items from Core 2/20/2020		2:05 – 2:50
	1. Prepare Executive Summary to be used for the Medical Group, Hospital Board meetings, both in April, and the System Board in June.	Donald	
	2. Accelerate these items in "Roadmap": New Hotel, Big Rapids Primary Care Clinic, Ludington: renovate acute care beds.	Nico	
	3. Provide dates for all in-flight projects and executive sponsors	Alan	
	4. Add additional land purchases to the land acquisition list (Medical Mile Gas Station/320 Michigan)	Alan/Nico	
	5. Add Priority Health Building to in flight projects.	Alan/Nico	
	6. Create comprehensive list of 2020 purchases (CTI, Fuller, West Pavillion)	Alan	
	7. March 25 ESC meeting draft deck	Donald	

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