SPECTRUM HEALTH MASTER PLAN

CORE TEAM MEETING NOTES / ACTION ITEMS

nbbj NAVIGANT

SPECTRUM HEALTH SYSTEM MASTER PLAN 1/22/2020 1/23/2020 Kaitlin Wolcott

Project: Meeting Date: Issue Date: Prepared By:

Participant	Present	Participant	Present	Participant	Present
Alan Kranzo	Yes	Mike Romano	Yes	Rvan Hullinger	Yes
Patrick Mckown	No	Lindsley Withey	No	Donald Bellefeuille	Yes
Gwen Sandefur	No	Sushil Bose	No	Kim Way	No
Darryl Elmouchi	Yes	Kaitlin Wolcott	Yes	Nicolas Bracco	Yes
Leslie Flake	Yes	Rulon Stacey**	Yes	Paula Buick	No
Brian Brasser	Yes			Eileen Trimbach	No
Matthew Cox	Yes				
Loren Hamel	Yes				
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221 Michigan, Ste 501, Conf Rm 5502 EXECUTIVE COMMITTEE MEETING

<u>Note:</u> 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.

	Darryl Elmouchi Leslie Flake	Yes Yes	Rulon Stacey**	Yes	Nicolas Bracco Paula Buick	No					
	Brian Brasser	Yes	,		Eileen Trimbach	No				Overall Project Status:	On Track
	Matthew Cox Loren Hamel	Yes Yes								Get to GREEN Plan:	
	Daniel Bacchiocchi	Yes									
	**via phone										
						WORKPLAN N	/IILESTONES				
No.			DESCRIPTION				PONSIBLE	OPEN	DUE	PROGRESS/RESOLUTION	STATUS
17	Master Space Program	m				Nicolas Br	racco	8/12/2019	12/16/2019	In progress.	On Track
18	Key adjacency diagra	ey adjacency diagrams / Bubble concept diagrams				Nicolas Br	Nicolas Bracco		12/16/2019	In progress.	On Track
19	Service Delivery Cond	ervice Delivery Concepts					ellefeuille	8/12/2019	12/16/2019	In progress.	On Track
20	Site use and massing	ite use and massing diagrams					racco	8/12/2019	12/16/2019	In progress.	On Track
21	Physical organizing diagrams / Stacking diagrams					Nicolas Br		8/12/2019	12/16/2019		On Track
22	Preliminary financial					Mike Rom		9/30/2019			On Track
			•			Nicolas Br				In progress.	
23	Synthesis of Space / Facility Drivers							10/28/2019	2/3/2020	In progress.	On Track
24	Phasing and Capital Requirements						racco	10/28/2019	2/3/2020	In progress.	On Track
25	Refined set of opportunities and expected benefits					Nicolas Br	racco	1/27/2020	2/24/2020	In progress.	On Track
26	Priorities and phasing with respective rationale					Nicolas Br	racco	1/27/2020	2/24/2020	In progress.	On Track
27	Facility and capital im	plications	;			Nicolas Br	racco	1/27/2020	2/24/2020	In progress.	On Track
28	Final report/website					Donald Be		3/2/2020	3/29/2020	In progress.	On Track
	· marreport, measite	accamen				Domaid Bo	ener earne	3,2,2020	3,23,2020	progress.	OH Truck
						DECIS	ONC				
No.			DECISION			DECISI	PONSIBLE	OPEN	DUE	PROGRESS/RESOLUTION	STATUS
NO.			DECISION			KES	PONSIBLE	OPEN	DOE	PROGRESS/ RESOLUTION	SIATUS
						MEETING	NOTES				<u> </u>
1	Workplan updates										
-	a) Schedule is o										
	a) Scriedule is o	II tiack.									
2	Priorities										
	a) Matthew Cox	has requ	ested the planning t	eam provid	de priorities in referen	ce to in flight "	'just do it" pro	jects such as: F	Residency Clini	cs, Parking, Ambulatory Building, An	ibulatory Surgery
	a) Matthew Cox Center, Hotel,etc		ested the planning t	eam provid	de priorities in referen	ce to in flight "	'just do it" pro	jects such as: F	Residency Clini	cs, Parking, Ambulatory Building, An	nbulatory Surgery
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SPECTRUM HEALTH MASTER PLAN

CORE TEAM MEETING NOTES / ACTION ITEMS

	MEETING NOTES
	d) Plan and schedule an event to engage with community partners.
	e) Schedule a meeting with planning team to discuss vehicular/pedestrian movement strategy, ramp 6 expansion and related operational issues for the Medical Center.
	f) Secure a meeting specific to Inpatient Beds.
	g) Schedule Core Team Deep Dive #4 meeting week of 2/3.
	h) Draft of Change Management to Board Chair Committee.
	i) Planning team to review cost model with Daniel in reference to escalation.
7	NEXT MEETING:
	1) Next Executive Steering Committee (ESC) meeting February 19th, 2020
	END OF NOTES