



Trustee & Delegate Orientation

Thank You For Serving!

Time Talent Treasure Wisdom

Martha & Mary (M&M) Terminology Stuff

| | |
|-----------------------------|--|
| MMLS: | M&M Lutheran Services |
| MMCS: | M&M Children's Services |
| MMHS: | M&M Health Services |
| ○ MMHCS: | M&M Home and Community Services |
| ○ Ebenezer: | M&M Retirement Apts. |
| ○ Village Green: | Village Green Kingston Associates, LLP |
| ○ BVC: | Bay Vista Commons |
| ○ CLC: | Children's Learning Center (Front Street in Poulsbo) |
| ○ CCC: | Child Care Center (Behind Post Office in Poulsbo) |
| ○ ELC: | Early Learning Center (<i>Joanna Carlson Campus</i> – Silverdale) |
| ○ M&M Kids Club: | Before/After School Programs at NK & CK |

Industry Terminology Stuff

| | | |
|---|-----------------|--|
| ○ | ACO | Accountable Care Organization |
| ○ | CMS: | Centers for Medicare & Medicaid Services |
| ○ | DSHS: | Department of Social and Health Services |
| ○ | CCRC: | Continuing Care Retirement Center |
| ○ | MDS: | Minimum Data Set |
| ○ | CMI: | Case Mix Index |
| ○ | IGP | Intergenerational Program (i.e., Kids & Seniors together) |
| ○ | IL: | Independent Living |
| ○ | AL /ALF: | Assisted Living / Assisted Living Facility |
| ○ | SNF: | Skilled Nursing Facility (i.e., nursing home) |
| ○ | LTC: | Long Term Care |
| ○ | CCO: | Care Coordination Organization |

Private Duty Home Health: Nurses and Therapist treating clients at home but this service is not paid for by Medicare (strictly private pay)

Census/Occupancy/Enrollment...same thing

Medicaid/DSHS...same thing (government payer for low income families)

Medicare: Pays for the rehab/sub-acute stay in a SNF



MARTHASM & MARY

M&M: Our History



Based on the Bible story of
Martha & Mary (sisters)

Luke 10: 38-42

"The Whole Person" (Not to be
consumed by all our tasks.)

"Unique Talents" (Each Have
Different Ways of Serving)

Fact Sheet

- Celebrating 120+ years as a faith based, mission oriented not-for-profit.
- Providing \$2.1M annually in under-funded care to the region
- Serving about 2,000+ citizens annually with facilities in Poulsbo and Silverdale.
- Largest Childcare associated with Long Term Care in USA.
 - Active intergenerational programs (IGP) with our Skilled Nursing Facility.
 - 1,200+ kids touched our programs in 201.
 - 10 childcare centers in Central and North Kitsap.
 - 35% Discount to all employees for child care services
- 190 licensed beds for skilled nursing care (Current capacity is around 172)
 - 4th Largest Medicaid Provider in the State of Washington
 - Only not-for-profit offering full spectrum of care on Kitsap/Olympic.
- 3rd largest private employer in Kitsap County.
 - 600+ employees
- 350+ Volunteers support our mission = 18,000+ hours each year

Contributing to the Quality of Life in Poulsbo and Kitsap County

Martha & Mary Mission

Martha & Mary provides quality, compassionate care and intergenerational experiences for children, adults and seniors regardless of faith, ethnicity, or economic status.

We do this in a Christian manner by offering those we serve caring rehabilitation, a safe place to grow and learn, and an opportunity to live with dignity, honor, and individuality.

Martha & Mary Values

TRUST

We value the confidence placed in us to care for those we serve.

COMPASSION

We care for each person with dignity and respect.

EXCELLENCE

We are committed to providing exceptional care and excellent service to those we serve.

STEWARDSHIP

We use our talents and resources wisely.

SERVICE

We are sensitive to the needs of those we serve.



- Ages four weeks – 12 years
- 10 convenient locations
- Early learning focus
- Intergenerational life experience



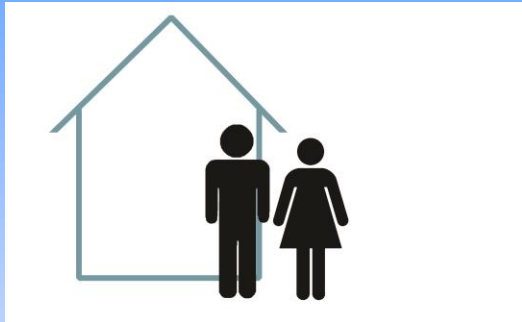
Geography

- Gig Harbor
- Port Orchard
- Bremerton
- Silverdale
- Poulsbo
- Bainbridge Island
- Kingston
- Port Ludlow

**Home
Care**

**Care
Management**

**Nurse
Delegation**



*Offering seniors
living options*
on three campuses

The “Ebenezer”
Poulsbo

Bay Vista Commons
Bremerton

Village Green
Kingston



Specialties

- Cardiac Recovery
- Stroke Recovery
- Pulmonary
- Orthopedic
- Neurological
- Post - Surgical

**Physical
Therapy**

**Occupational
Therapy**

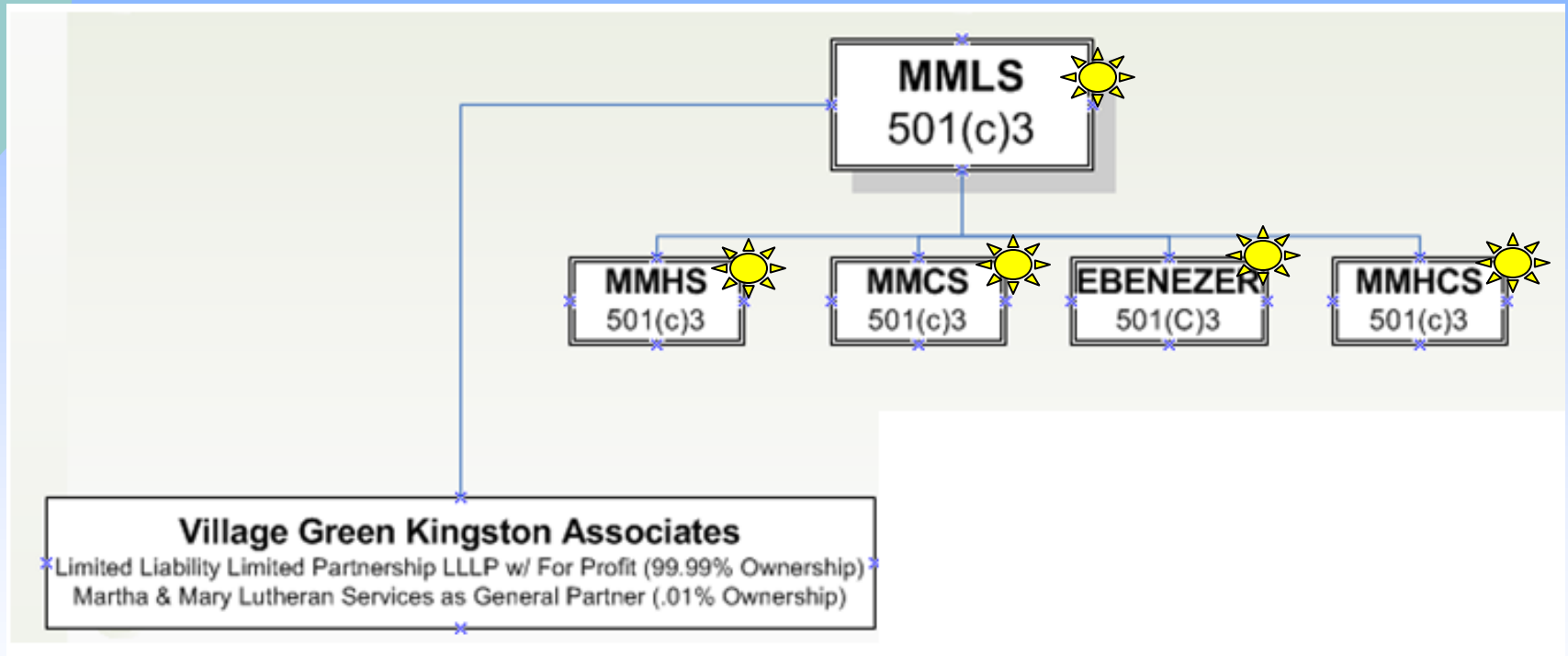
**Speech
Therapy**

Organization Profile:

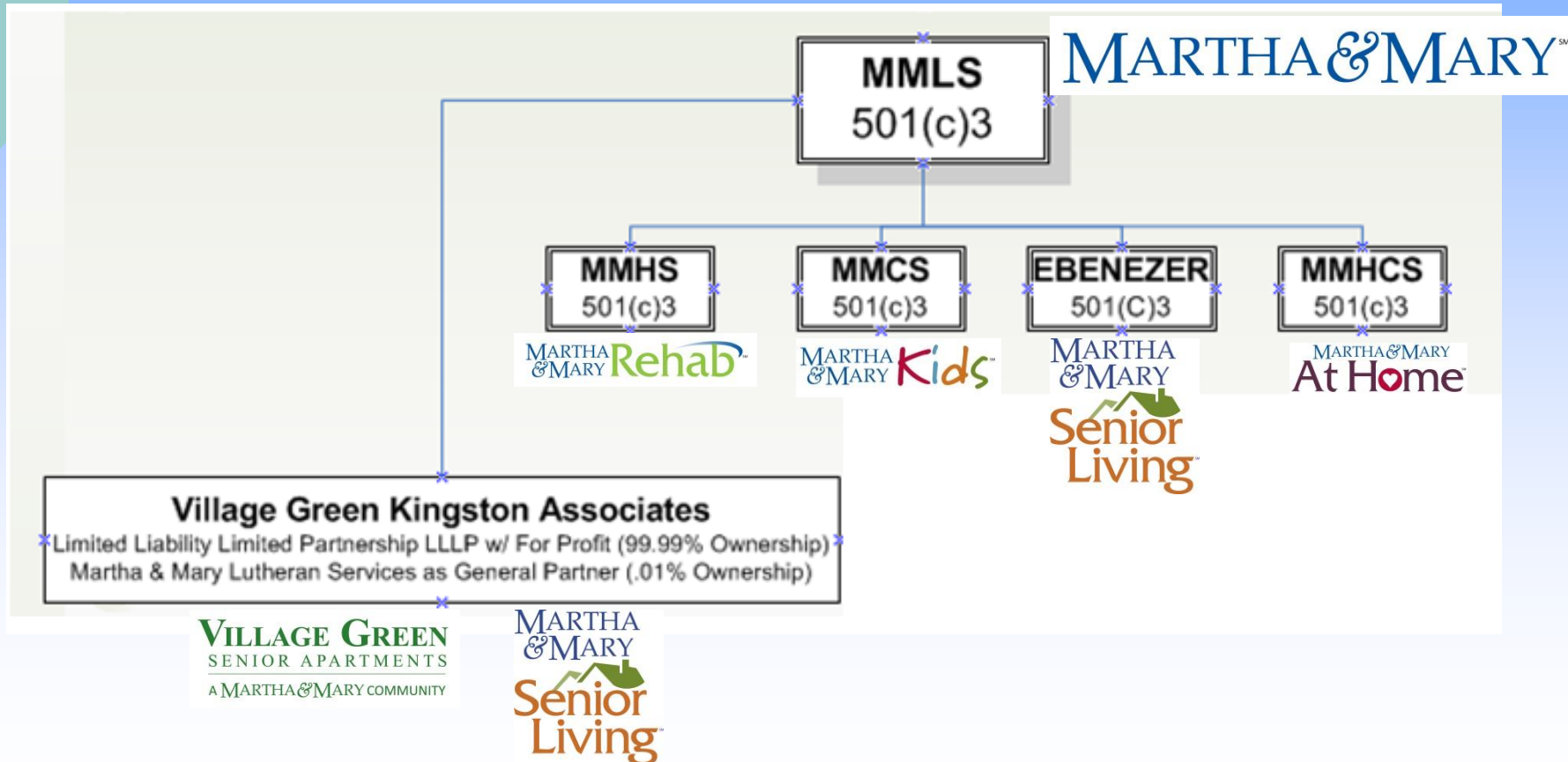
Current Affiliated Congregations

| | |
|--|----------------|
| Bethany Lutheran (Bainbridge Island) | ELCA |
| Emmanuel Lutheran (Bremerton) | AALC |
| Family of God (Bremerton) | ELCA |
| First Lutheran (Poulsbo) | ELCA |
| Community of Christ at Memorial Lutheran (Bremerton) | Missouri Synod |
| Our Saviour's (Bremerton) | ELCA |
| Peace Lutheran (Bremerton) | Missouri Synod |
| Port Madison (Bainbridge Island) | NALC |
| Silverdale Lutheran (Silverdale) | ELCA |
| Vinland Lutheran (Poulsbo) | ELCA |

Martha & Mary Corporate Structure



Martha & Mary Corporate Structure



Trustee Expectation

Becoming a member of the Board

- The Board is made up of between 9 to 15 members.
- The Board is made up of two categories of trustees: 1) delegates or congregation members and 2) trustees-at-large.
- Delegates or congregation members, at least 51% of Board membership, are elected or recruited from each of the nine participating Lutheran congregations.
- Trustees-at-large, no more than 49% of Board membership, are recruited from the community served by Martha & Mary.
- Martha & Mary Lutheran Services Nominating Committee recruits persons it feels would be an asset to the Lutheran Services Board, the Board approves the slate, and new Trustees are elected to the Board by the Delegates at the Martha & Mary Lutheran Services Annual Meeting.

Trustee Expectation

Responsibilities include:

- Determines organization's mission & purpose
- Hire/Fire the CEO (Only 1 employee reports to Board)
- Ensure effective organizational planning with senior management
- Enhance community image and support fundraising
- Fiduciary responsibility
- Oversight to ensure quality programs and services
- Ensure legal and ethical integrity

Trustee Expectation

A Trustee promises to be accountable, to come to meetings, be prepared, and do our work.

To meet that commitment, board members are expected to:

- Attend and actively participate in all of the board's meetings.
- Notify the board president or the Senior Administrative Assistant if an absence is anticipated.
- when absent from a meeting, review minutes and results of the missed meeting
- Do homework to be prepared to participate fully in board and committee meetings.
- Serve actively on at least one committee or task force. (Try to get plugged in by or before September)
 - Finance / Audit
 - Governance
 - Fund Development
 - Personnel (Appointed)
- Participate in fund development events and activities and individual giving (i.e., GOCL, CEO Breakfast, Annual Board Campaign)
- Act and speak only with the full board, not individually unless authorized to do so by the full board.
- Respect confidentiality.

Trustee Expectation

Time Commitment

- The term of Trustee is for three years, and is limited to three terms.
- The board meets 11x/yr – typically 1x/month. Meeting always on last Thursday of each month.
 - Exception is Nov. & Dec. – typically first Thursday of Dec. with no meeting in Nov.
- A pre-meeting dinner begins at 6pm. The formal meeting begin at 6:45 p.m. and last for approximately two hours. Special meetings may be called as needed.
- Committees meet once per month or per quarter, depending on the responsibilities. Task Forces, will be formed and meet as needed. Committee meetings last from 1hr-2hrs depending on the task at hand.
- A board “year” begins with the Lutheran Services Annual meeting held in April. Annual Meeting is the last Thursday in April at 7:00 pm. (Brief board meeting follows.)

Trustee Expectation

Board Trustees are promised the right to

- Directors and Officers Insurance
- Receive notice of board meetings and the agenda.
- Attend and participate in board meetings.
- Examine Martha & Mary Services' books, records, meeting minutes, financial statements and contracts.
- Place items on the board meeting agenda at the appropriate time
- Declare any Conflicts of Interest

Trustees are promised opportunities for learning.

- New Board trustees receive *orientation* and a Board Trustee Handbook within a month
- Board *retreats* are held at least once each year (Typically Oct or Nov)
- Attendance at national conventions of Leading Age is encouraged at least 1x/or 2x during your tenure on the Board. (This is excellent education.)

Trustee Expectation

www.marthaandmary.org

MARTHASM
& MARY

ONLINE PAYMENT DONATE NOW

Google Custom Search SEARCH

360.779.7500 • 360.779.8400 fax

HOME CHILDREN'S PROGRAMS HOUSING HOME CARE REHAB LONG TERM CARE EMPLOYMENT CONTACT



About Us

Mission

History

Board of Trustees

Getting Involved

WELCOME

A A

Martha & Mary is a 501 (c)(3) not-for-profit organization providing services to the greater West Sound region of Washington State. Founded in 1891, Martha & Mary provides exceptional care for children, adults and seniors. What makes Martha & Mary stand out from other providers? It's our personalized care that makes you feel like family. At Martha & Mary, we take the extra time to get to know you and your needs. This deeper, personal bond allows us to provide truly outstanding care. For more information about the importance of a not-for profit provider, [click here](#).

HOME | ABOUT US | CHILDREN'S PROGRAMS | HOUSING | HOME CARE | REHAB | LONG TERM CARE | EMPLOYMENT | CONTACT | BOARD

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Username: trustee

Password: board1011

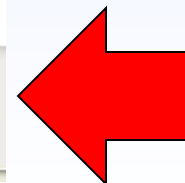
Please contact
Mary Harding at:

360.394.4003

or

mharding@mmhc.org

if you have questions.







1. Becoming the Most Comprehensive & Trusted Post-Acute Network in the West Sound Region
2. Create a Continuum of Care in North Kitsap: unparalleled access and multiple price points
3. Surpass Service Expectations of Customers & Staff
4. Improving Operating Margin and Days Cash on Hand



Double by 2017

Home Care

Care Management

Private Duty Home Health

Master Care Transitions



Questions?
