



Board Meeting Minutes

August 19, 2010

The Charlevoix County Department of Human Services Board held its regularly scheduled meeting on Thursday, August 19, 2010, at Grandvue Medical Care Facility in East Jordan. The meeting was called to order by Oral Sutliff, Chairperson, at 9:00 a.m. with the following persons also in attendance: Ronald Moore, Board Member; Carl Bloom, Board Member; Joel Evans, Commissioner Liaison; Kevin Evans, Administrator; Laura Brunmeier, IT Service Coordinator; and Jane Korthase, Acting Recording Secretary.

Eric Beishlag thanked the Board for placing meeting minutes on the Grandvue website.

Mr. Bloom moved to accept the minutes of the July 15, 2010, meeting; second by Mr. Moore.

Yeas: 3 Nays: 0

Mr. Bloom moved to approve Capital Transfers in the amount of \$28,313.40 and Memorial Transfers in the amount of \$338.25; second by Mr. Moore.

Yeas: 3 Nays: 0

Mr. Moore moved to receive July bills in the amount of \$818,326.55; second by Mr. Bloom.

Yeas: 3 Nays: 0

Administrator Evans informed the Board that the July financial statements are not ready at this time.

The Board reviewed the quarterly fund reports for the Grandvue Endowment fund and the Taylor Memorial Endowment Fund, managed by the Charlevoix County Community Foundation.

The Board reviewed the Grandvue Millage Renewal which will be placed on the November General Election ballot.

The Board reviewed a letter from Concept Rehab, Inc.

Administrator Evans discussed Grandvue's relationship with the Senior Companions program through Catholic Human Services. Senior Companions make regular visits to the residents of Grandvue. Ron Klooster, a Senior Companion, also arranges the facility's worship calendar; and the facility hosts an annual appreciative dinner for the Senior Companions.

Administrator Evans discussed Employee Assistance Programs available for the staff of Grandvue. Formal Employee Assistance Programs are available and offer a wide level of services at corresponding levels of cost to the facility. The facility has not adopted a formal program at this time but has internally assisted staff in areas such as grief counseling, home foreclosure, domestic abuse, smoking cessation and weight loss.

Administrator Evans updated the Board on the facility's Community Education Program. The facility has presented speakers on the topics of Medicaid, Hospice Services, and living with Alzheimer's Disease from a family member's perspective. The facility has plans to continue offering education services as a resource to the community.

Administrator Evans reported that the Commission on Aging has received support from their Board to continue discussing moving Adult Day Services to Grandvue.

Laura Brunmeier, IT Service Coordinator, discussed the process and results of the 2010 Grandvue Staff Satisfaction Survey.

Jane Korthase presented the facility's ongoing marketing efforts. The facility is planning a public relations print campaign to inform and remind the community of the services available at Grandvue.

Administrator Evans informed the Board that he will be volunteering to assist an outside committee in working on marketing for the upcoming millage.

Administrator Evans informed the Board that he has received information from Attorney Steve Girard about forming a 501c3 at Grandvue. The Board supported working with Steve Girard to set up the 501c3 following the model used by Bay Bluffs Medical Care Facility.

The Board reviewed a request by Activity Aide Lisa Dunson for financial assistance to become NCCAP certified as an Activity Assistant and Activity Director. Mr. Moore moved to support Ms Dunson's education by paying for her Activity Assistant certification in full in return for a working commitment by Ms Dunson upon completion of her training equivalent to one hour for every dollar received; second by Mr. Bloom.

Yeas: 3 Nays: 0

The Board reviewed the Department Head reports.

Mr. Moore moved to go into closed session to discuss the administrator's performance in the previous Board Meeting as well as ongoing litigation; second by Mr. Bloom.

Mr. Moore: Yea

Mr. Sutliff: Yea
Mr. Bloom: Yea

Mr. Moore moved to leave closed session; second by Mr. Bloom.
Yeas: 3 Nays: 0

Mr. Bloom made a motion to grant redemption authority in the Joseph Helsley Workers' Compensation case per the recommendation of Attorney Mark Williams; second by Mr. Moore.
Yeas: 3 Nays: 0

Meeting adjourned at 12:20 p.m.

Respectfully submitted,

Kevin Evans, Recording Secretary

Oral Sutliff, Board Chair

CC: Joel Evans
Bill Denemy
Charlevoix County Clerk