



Board Meeting Minutes October 20, 2011

The Charlevoix County Department of Human Services Board held its regularly scheduled meeting on Thursday, October 20, 2011, 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: Carl Bloom, Vice Chair; Bill Olstrom, Board Member; Carol Timmer, Administrator; Mike Stephenson, Financial Services Director; Amy Mayes, Support Services Director; Mary Stahl, Activity Director; Irene Paszkowski, Director of Nursing; Linda Mansfield, Social Work and Admission Director; Carl Olstrom, Maintenance Director; and Jane Korthase, Acting Recording Secretary. Sheriff Don Schneider was also present. Joel Evans, Commissioner Liaison, was absent.

There was no public comment.

Mr. B. Olstrom moved to approve the agenda; second by Mr. Bloom.

Yeas: 3 Nays: 0

Sheriff Schneider discussed the speed limit in front of the facility. The speed limit on Peninsula Road is currently posted at 55 mph with a caution speed of 25 mph in front of Grandvue. The facility can petition the Road Commission to lower the speed limit. This will entail a state survey.

Mr. Bloom moved to approve the Meeting Minutes dated September 15, 2011; second by Mr. B. Olstrom.

Yeas: 3 Nays: 0

Mr. B. Olstrom moved to approve the September 15, 2011, Closed Session Meeting minutes; second by Mr. Bloom.

Yeas: 3 Nays: 0

The Board reviewed and discussed Department Head reports with the Department Heads.

Mr. B. Olstrom moved to support Grandvue in re-registering as an Eden Alternative facility; second by Mr. Bloom.

Yeas: 3 Nays: 0

The Board signed a letter of support to be sent to the Eden Alternative.

Mike Stephenson presented the financial overview.

Mr. B. Olstrom moved to allow the September 2011 bills in the amount of \$753,055.97; second by Mr. Bloom.

Yeas: 3 Nays: 0

Mr. B. Olstrom moved to receive the September 2011 Financial Statements; second by Mr. Bloom.

Yeas: 3 Nays: 0

Mr. B. Olstrom moved to approve the capital transfer in the amount of \$284.79 and the memorial transfer in the amount of \$2725.94; second by Mr. Bloom.

Yeas: 3 Nays: 0

Mrs. Timmer reviewed the Administrator's Report with the Board. She reported that the six State Fire Marshal Citations were cleared on September 30, 2011. Mrs. Timmer has started a coffee hour with residents every Wednesday to give them an opportunity to discuss any topics of concern. She also shared with the Board that Steve Girard, Grandvue's attorney, has taken a position with the firm of Clark Hill. Mr. Girard will continue to represent Grandvue and many other medical care facilities throughout the state of Michigan.

Mr. B. Olstrom moved to approve a standard charge rate increase to \$255/day, effective December 1, 2011; second by Mr. Bloom.

Yeas: 3 Nays: 0

Mr. Bloom moved to allow an emergency capital request in the amount of \$7180.00 for the purchase of four used copiers; second by Mr. B. Olstrom.

Yeas: 3 Nays: 0

Mrs. Timmer informed the Board that Judy Martin, consultant, will be at the facility on Monday, October 24, to review the proposed 2012 budget. Mrs. Timmer invited the Board to an appreciation tea for Mrs. Martin that will be held at 2:00 on October 24.

Mrs. Timmer updated the Board on changes to the facility's policy review guidelines. All reviewed and updated policies will be submitted to the Board in December.

Mrs. Timmer presented a summary of serious citations received by long term care facilities throughout the state. She informed the Board that the facility is restructuring its quality assurance program in 2012.

Mr. B. Olstrom moved to go into closed session to discuss Collective Bargaining; second by Mr. Bloom.

Mr. Sutliff: Yea

Mr. B. Olstrom: Yea

Mr. Bloom: Yea

Mr. B. Olstrom moved to return to open session; second by Mr. Bloom
Yeas: 3 Nays 0

The Board requested a meeting with attorney Steve Girard to discuss collective bargaining. Mr. B. Olstrom will represent the Board at Collective Bargaining sessions.

The meeting was adjourned at 12:25 p.m.

Respectfully submitted,

Carol Timmer, Recording Secretary

Oral Sutliff, Board Chair