



**Board Meeting Minutes
January 19, 2012**

The Charlevoix County Department of Human Services Board held its regularly scheduled meeting on Thursday, January 19, 2012, at Grandvue Medical Care Facility in East Jordan. The meeting was called to order by Carl Bloom, Chairperson, at 9:00 a.m. with the following persons also in attendance: Bill Olstrom, Vice Chair; Bob Pawlus, Board Member; Carol Timmer, Administrator; Mike Stephenson, Financial 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. Joel Evans, Commissioner Liaison was absent.

There was no public comment.

Due to inclement weather, Renee Cummins, State Surveyor in training at Grandvue, was not available to meet the Board.

Mr. B. Olstrom moved to approve the agenda; second by Mr. Pawlus.
Yeas: 3 Nays: 0

Mr. B. Olstrom moved to approve the Meeting Minutes dated December 15, 2011; second by Mr. Bloom.
Yeas: 2 Nays: 0
Mr. Pawlus abstained from the vote as he was not present at the December 15 meeting.

Mr. B. Olstrom moved to approve the Closed Session Meeting Minutes dated December 15, 2011; second by Mr. Bloom.
Yeas: 2 Nays: 0
Mr. Pawlus abstained from the vote as he was not present at the December 15 meeting.

Grandvue Department Heads presented their reports to the Board.

Mr. B. Olstrom moved to approve the new Cascade Sit-Bath System 6900, Care and Disinfecting of policy; second by Mr. Pawlus.
Yeas: 3 Nays: 0

Mike Stephenson presented the financial overview.

Mr. B. Olstrom moved to allow the December 2011 bills in the amount of \$618,922.47; second by Mr. Pawlus.

Yeas: 3 Nays: 0

Mr. B. Olstrom moved to receive the December 2011 Financial Statements; second by Mr. Pawlus.

Yeas: 3 Nays: 0

Mr. Pawlus moved to approve the memorial transfer in the amount of \$92.20; second by Mr. B. Olstrom.

Yeas: 3 Nays: 0

The Board reviewed the proposed 2012 Capital and Operational Budgets.

Mr. B. Olstrom moved to approve the proposed 2012 Capital Budget in the amount of \$259,726; second by Mr. Pawlus.

Yeas: 3 Nays: 0

Mr. B. Olstrom moved to approve the proposed 2012 Operational Budget as written with an addendum to be reviewed in February 2012 of a goal for the year to reduce the excess of expenses over income; second by Mr. Pawlus.

Yeas: 3 Nays: 0

Mrs. Timmer reviewed the Administrator's Report with the Board. There is a contract pending with Northern Michigan Regional Hospital for laboratory services, and the facility has been working with McKesson to streamline purchasing processes and reduce costs.

The Board discussed the 2012 DHS Board Meeting Schedule. By consensus, Board members agreed to keep the schedule as is for now and discuss any changes at the February 2012 meeting.

The Board discussed several topics brought up by Mr. Pawlus.

The meeting was adjourned at 12:05 p.m.

Respectfully submitted,

Carol Timmer, Recording Secretary

Carl Bloom, Board Chair