



**Board Meeting Minutes  
May 17, 2012**

**The Charlevoix County Department of Human Services Board held its regularly scheduled meeting on Thursday, May 17, 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: Bob Pawlus, Board Member; Joel Evans, Commissioner Liaison; Carol Timmer, Administrator; Irene Paszkowski, Director of Nursing; Amy Mayes, Support Services Director; Mary Stahl, Activity Director; Carl Olstrom, Maintenance Director; and Jane Korthase, Acting Recording Secretary. Bill Olstrom was absent.**

There was no public comment.

Mr. Pawlus moved to approve the agenda with the addition of a motion to approve a change in the *Resident/Family Care Conferences: Notifying Family/Legal Representative* policy; second by Mr. Bloom.

Yeas: 2      Nays: 0

Mr. Pawlus moved to approve the April 19, 2012, Meeting Minutes; second by Mr. Bloom.

Yeas: 2      Nays: 0

The Department Heads presented their reports.

Mr. Pawlus moved to accept the Executive Chef position and job description; second by Mr. Bloom.

Yeas: 2      Nays: 0

Mr. Pawlus moved to approve changes to the *Resident/Family Care Conferences: Notifying Family/Interested Party/Legal Representative* policy; second by Mr. Bloom.

Yeas: 2      Nays: 0

Mr. Pawlus moved to approve the April 2012 bills in the amount of \$497,193.23; second by Mr. Bloom.

Yeas: 2      Nays: 0

Mr. Pawlus moved to receive the April 2012 Financial Statements with recognition of \$124,772 year-to-date net income variance over goal; second by Mr. Bloom.

Yeas: 2      Nays: 0

Mr. Pawlus moved to approve the Memorial Transfer in the amount of \$50.00; second by Bloom.

Yeas: 2      Nays: 0

Mrs. Timmer reviewed her Administrator's Report with the Board. The State has cleared the facility of three self-reported incidents and issued a low-level citation on another self-reported incident. The facility is implementing plans to address Quality Measures through the Quality Improvement program. The Board reviewed the Nursing Home Compare 5-Star Ratings report dated April 2, 2012. Monthly "Conversations with Carol" meetings have been going well; and the facility will be adopting a suggestion box as suggested during one of the meetings.

The Board discussed plans for the May 22 Joint DHS meeting at Grandvue.

Mr. Pawlus moved to adjourn the meeting at 10:55 a.m.; second by Mr. Bloom.

Yeas: 2      Nays: 0

Respectfully submitted,

Carol Timmer, Recording Secretary  
Carl Bloom, Board Chair