



## **Board Meeting Minutes December 19, 2013**

**The Charlevoix County Department of Human Services Board held its monthly meeting on Thursday, December 19, 2013, at Grandvue Medical Care Facility in East Jordan. The meeting was called to order by Bill Olstrom, Board Chair, at 9:00 a.m. with the following persons also in attendance:**

- **Oral Sutliff, Board Member**
- **Joel Evans, Commissioner Liaison**
- **Carol Timmer, Administrator**
- **Linda Chew, Compliance RN**
- **Andy Carlson, Dining Services Director**
- **Carl Olstrom, Maintenance Director**
- **Mary Stahl, Activity Director**
- **Steve Hoffman, Financial Services Director**
- **Jane Korthase, Human Resource Director and Acting Recording Secretary**

**Bob Pawlus, Vice Chair, was absent.**

There was no public comment.

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

Yeas: 2

Nays: 0

Mr. Sutliff moved to approve the November 21, 2013, meeting minutes; second by Mr. B. Olstrom.

Yeas: 2

Nays: 0

The Department Heads presented their reports.

Linda Chew presented the compliance report.

Steve Hoffman presented the financial reports.

Mr. Sutliff moved to receive the November financial reports; second by Mr. B. Olstrom.

Yeas: 2

Nays: 0

Mr. Sutliff moved to approve the November bills in the amount of \$680,799.55; second by Mr. B. Olstrom.

Yeas: 2  
Nays: 0

Mr. Sutliff moved to approve the Capital Transfer in the amount of \$13,758.42; second by Mr. B. Olstrom.

Yeas: 2  
Nays: 0

The Board tabled approval of the 2014 Capital and Operational Budgets until further review at the January 2014 meeting.

Mrs. Timmer presented the Administrator's Report:

- The facility has completed its annual state survey.
- The facility received notification from the Employment Relations Commission Labor Relations Division upholding the May 1, 2012, Administrative Law Judge's decision in the lawsuit involving Grandvue Medical Care Facility and Janet Renkiewicz and Tamara Wood.
- The department heads are planning an off-site meeting on January 30, 2014, for strategic planning.

The meeting was adjourned at 12:45 p.m.

Respectfully submitted,

Carol Timmer, Recording Secretary  
Bill Olstrom, Board Chair