



## **Board Meeting Minutes October 20, 2016**

**The Charlevoix County Department of Health and Human Services Board held its monthly meeting on Thursday, October 20, 2016, at Grandvue Medical Care Facility in East Jordan. The meeting was called to order by Bill Olstrom, Board Chair, at 9:00 am with the following persons also in attendance:**

- **Mary Jason, Vice Chair**
- **Oral Sutliff, Board Member**
- **Joel Evans, Commissioner Liaison**
- **Carol Timmer, Administrator**
- **Linda Mansfield, Social Work and Admissions Director**
- **Andy Carlson, Executive Chef**
- **Bonnie Hughey, Housekeeping and Laundry Director**
- **Carl Olstrom, Maintenance Director**
- **Lisa Dunson, Activity Director**
- **Steve Hoffman, Financial Services Director**
- **Jane Korthase, Human Resource Director**

In recognition of Bill Olstrom's last Board meeting, Mrs. Jason presented a mug and card from Grandvue's staff and a Resolution of Appreciation from the DHHS Board. She stated that Mr. B. Olstrom has always lived the phrase, "wherever you go, go with all your heart." Mr. B. Olstrom stated his appreciation and the hope that everyone continue to "serve each other to make this a better place to live."

Mr. Sutliff moved to approve the agenda with a greenhouse tour added; second by Mrs. Jason.

Yeas: 3

Nays: 0

Mrs. Jason moved to approve the minutes from the September 15, 2016, meeting; second by Mr. B. Olstrom.

Yeas: 2

Nays: 0

Mr. B. Olstrom was not present for the September 15, 2016, meeting.

The Department Heads presented their reports.

Mrs. Timmer presented the Administrator's report.

Mrs. Timmer reviewed the proposed Certified Wound Care RN job description with the Board. Mrs. Jason moved to allow the addition of the Certified Wound Care RN position, second by Mr. Sutliff.

Yeas: 3

Nays: 0

Mrs. Jason moved to go into Closed Session at 10:45 to discuss Collective Bargaining, second by Mr. Sutliff.

Mr. B. Olstrom:     yea

Mrs. Jason:         yea

Mr. Sutliff:         yea

Mrs. Jason moved to return to Open Session at 12:20 p.m., second by Mr. Sutliff.

Yeas: 3

Nays: 0

Mrs. Jason will represent the Board during the upcoming Wage Reopener Contract Negotiations.

Mr. Sutliff moved to receive the September 2016 financial reports; second by Mr. B. Olstrom.

Yeas: 3

Nays: 0

Steve Hoffman presented a proposal to reduce unfunded MERS liability. Mr. B. Olstrom moved to transfer \$2 million from Grandvue's savings accounts to the unfunded MERS liability in December 2016; second by Mrs. Jason.

Yeas: 3

Nays: 0

Mr. Sutliff moved to approve the September 2016 bills in the amount of \$713,917.87; second by Mrs. Jason.

Yeas: 3

Nays: 0

Mr. Sutliff moved to approve the transfer of funds from the Grandvue Capital Deprecation Account to the Grandvue Operating Account in the amount of \$1,300.00; second by Mrs. Jason.

Yeas: 3

Nays: 0

Mrs. Jason moved to approve the transfer of funds from the Huntington Bank Account to the Grandvue Operating Account for the Horizonvue Addition Project in the amount of \$96,915.43; second by Mr. Sutliff.

Yeas: 3

Nays: 0

The Board discussed the recent increase in the facility's Medicaid rate. In order to receive the additional funding, the facility must have a private pay rate that exceeds the Medicaid rate.

Mrs. Jason moved to increase the private pay rate to \$296 per day effective December 1, 2016; second by Mr. Sutliff.

Yeas: 3

Nays: 0

The Board reviewed the 2016 Strategic Planning Calendar.

Mrs. Jason moved to sunset the *Meetings, Scheduling of* policy; second by Mr. Sutliff.

Yeas: 3

Nays: 0

Steve Hoffman presented an update on 2016 capital projects. Mrs. Jason moved to approve the transfer of \$75,000 from the Energy Efficiency Capital Project and distribute \$25,000 to the Continuous Activities Project and \$50,000 to the Boiler Project; second by Mr. Sutliff.

Yeas: 3

Nays: 0

The meeting adjourned at 1:22 p.m.

Respectfully submitted,  
Carol Timmer, Recording Secretary  
Bill Olstrom, Board Chair