



**Board Meeting Minutes
April 20, 2017**

The Charlevoix County Department of Health and Human Services Board held its monthly meeting on Thursday, April 20, 2017, at Grandvue Medical Care Facility in East Jordan. The meeting was called to order by Oral Sutliff, Board Chair, at 9:30 am with the following persons also in attendance:

- **Mary Jason, Vice Chair**
- **Rose Rau, Board Member**
- **Joel Evans, Commissioner Liaison**
- **Carol Timmer, Administrator**
- **Steve Hoffman, Financial Services Director**

There was no public comment.

Mrs. Jason moved to approve the agenda with the addition of reallocation of capital funds; second by Mrs. Rau.

Yeas: 3

Nays: 0

Mrs. Rau moved to approve minutes from the March 16, 2017, regular meeting; second by Mrs. Jason.

Yeas: 3

Nays: 0

Mrs. Timmer presented the Administrator's Report and reviewed the annual survey results with the Board.

Mr. Sutliff moved to receive the March 2017 financials; second by Mrs. Jason.

Yeas: 3

Nays: 0

Mrs. Rau moved to approve reallocating \$75,000 from the Lighting Capital Project for repairs to become compliant with the recent Fire Marshal's survey and \$25,000 from the Lighting Capital Project to install a surge protector and direct power to the boilers; second by Mrs. Jason.

Yeas: 3

Nays: 0

Mr. Sutliff moved to approve the March 2017 bills in the amount of \$866,475.66; second by Mrs. Jason.

Yeas: 3
Nays: 0

Mrs. Rau moved to approve the transfer of funds from the Grandvue Capital Deprecation Account to the Grandvue Operating Account in the amount of \$5,800.00; second by Mrs. Jason.

Yeas: 3
Nays: 0

Mrs. Rau moved to approve the transfer of funds from Grandvue Memorial Account to the Grandvue Operating Account in the amount of \$5,000.00; second by Mrs. Jason.

Yeas: 3
Nays: 0

Mrs. Rau moved to approve the transfer of funds from the Grandvue Huntington Bank Account to the Grandvue Operating Account in the amount of \$31,138.79; second by Mrs. Jason.

Yeas: 3
Nays: 0

Mrs. Rau moved to approve revisions to the *Behavior Management* policy; second by Mrs. Jason.

Yeas: 3
Nays: 0

Andrea Seese, Compliance Officer, presented Quality Assurance Performance Improvement (QAPI) education to the Board.

The meeting adjourned at 11:20 a.m.

Respectfully submitted,
Carol Timmer, Recording Secretary
Oral Sutliff, Board Chair