



**Board Meeting Minutes
May 18, 2017**

The Charlevoix County Department of Health and Human Services Board held its monthly meeting on Thursday, May 18, 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**
- **Jane Korthase, Human Resource Director**

There was no public comment.

Mrs. Jason moved to approve the agenda; second by Mrs. Rau.

Yeas: 3

Nays: 0

Mrs. Rau moved to approve minutes from the April 20, 2017, regular meeting; second by Mrs. Jason.

Yeas: 3

Nays: 0

Mrs. Timmer presented the Administrator's Report.

Mrs. Jason moved to receive the April 2017 financials; second by Mrs. Rau.

Yeas: 3

Nays: 0

Mrs. Rau moved to approve opening a Business Money Market Share Account with 4 Front Credit Union and depositing the 2017 and future CPE funds into this account; second by Mrs. Jason.

Yeas: 3

Nays: 0

Mrs. Rau moved to approve tuition reimbursement funds for RN Courtney Mullins in the amount of \$500 with a contractual agreement that she work a minimum of 500 hours for the facility upon receipt of the funds; second by Mrs. Jason. The facility will review the current Tuition Reimbursement policy for possible future revision.

Yeas: 3
Nays: 0

Mrs. Jason moved to approve the April 2017 bills in the amount of \$504,492.90; second by Mrs. Rau.

Yeas: 3
Nays: 0

Mrs. Rau moved to approve the transfer of funds from the Grandvue Capital Depreciation Account to the Grandvue Operating Account in the amount of \$90.00; second by Mrs. Jason.

Yeas: 3
Nays: 0

Nick Maeder of Plante Moran presented the Financial Report with Supplemental Information dated December 31, 2016.

Oral Sutliff, Rose Rau, Mary Jason, Carol Timmer, Steve Hoffman, Bonnie Hughey, Linda Mansfield, Andy Carlson, Linda Chew, Lisa Dunson, Carl Olstrom and Jane Korthase were in attendance for the financial review.

Mrs. Rau moved to accept the December 31, 2016, Financial Report as presented; second by Mrs. Jason.

Yeas: 3
Nays: 0

The meeting adjourned at 11:47 a.m.

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