



Board Meeting Minutes November 16, 2017

The Charlevoix County Department of Health and Human Services Board held its monthly meeting on Thursday, November 16, 2017, at Grandvue Medical Care Facility in East Jordan. The meeting was called to order by Mary Jason, Acting Chair, at 9:30 am with the following persons also in attendance:

- **Rose Rau, Board Member**
- **Joel Evans, Commissioner Liaison**
- **Carol Timmer, Administrator**
- **Steve Hoffman, Financial Services Director**
- **Jane Korthase, Human Resource Director**

Oral Sutliff, Board Chair, was not present.

There was no public comment.

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

Yeas: 2

Nays: 0

Mrs. Rau moved to approve the October 19, 2017, Regular and Closed Session Meeting minutes; second by Mrs. Jason.

Yeas: 2

Nays: 0

The Board reviewed department head reports.

Mrs. Timmer presented the Administrator's report.

Mrs. Rau moved to receive the October 2017 financial reports; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Rau moved to approve the October 2017 bills in the amount of \$683,332.51; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Rau moved to approve the use of \$110,000 from the 2017 Operating Budget for discretionary projects to be completed in 2017; second by Mrs. Jason.

Yeas: 2

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 \$104,946.02; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Rau moved to approve opening a Resident Trust checking account with an associated debit card to be used for Resident purchases; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Rau moved to approve adding the new positions of Temporary Resident Assistant, Assistant Directors of Nursing and Environmental Assistant to the facility's staffing plan and 2018 budget; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Rau moved to approve a non-union wage increase of 2.25% for Neighborhood RNs and LPNs and 2% for all other non-union positions effective the first full pay period on or after January 1, 2018, and to modify facility healthcare caps for non-union staff for plan year 2018 to \$476.58 for single coverage, \$1,098.05 for 2-person coverage, and \$1,183.82 for family coverage; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Jason moved to approve the Reopener Agreement between Grandvue Medical Care Facility and SEIU Healthcare; second by Mrs. Rau.

Yeas: 2

Nays: 0

Mrs. Rau moved to approve the 2018 Operating Budget; second by Mrs. Jason.

Yeas: 2

Nays: 0

The Board reviewed the 2018 Capital Budget.

The meeting adjourned at 11:37 a.m.

Respectfully submitted,
Carol Timmer, Recording Secretary
Mary Jason, Acting Board Chair