



**Board Meeting Minutes
December 21, 2017**

The Charlevoix County Department of Health and Human Services Board held its monthly meeting on Thursday, December 21, 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 November 16, 2017, Regular 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 November 2017 financial reports; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Rau moved to approve the November 2017 bills in the amount of \$759,672.10; 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 \$86,281.33; second by Mrs. Jason.

Yeas: 2

Nays: 0

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

Yeas: 2

Nays: 0

Mrs. Jason moved to approve the new *Antibiotic Stewardship Program, Baseline Care Plan* and *Facility Assessment* policies and revised *Advance Directives and Care Planning* and *Quality Improvement and Assurance Plan* policies; second by Mrs. Rau.

Yeas: 2

Nays: 0

The Board expressed gratitude and holiday sentiments for the Grandvue staff.

The meeting adjourned at 10:40 a.m.

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