



**Board Meeting Minutes
May 23, 2018**

The Charlevoix County Department of Health and Human Services Board held its monthly meeting on Wednesday, May 23, 2018, at Grandvue Medical Care Facility in East Jordan. The meeting was called to order by Mary Jason, Vice Chair, at 9:30 am with the following persons also in attendance:

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

Oral Sutliff, Board Chair, and Joel Evans, Commissioner Liaison, were 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 April 19, 2018, minutes; second by Mrs. Jason.

Yeas: 2

Nays: 0

The Board reviewed the Department Head reports.

Mrs. Timmer presented the Administrator's report.

Mrs. Jason moved to approve the use of \$8,500 from CPE funds for Business Resource Network services in 2018-2019; second by Mrs. Rau.

Yeas: 2

Nays: 0

Mrs. Rau moved to receive the April 2018 financial reports; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Rau moved to allow the discretionary capital expense of \$7,000 from the operating account for the boiler expansion project; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Rau moved to approve the April 2018 bills in the amount of \$858,624.16; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Rau moved to allow the transfer of funds from the Grandvue Capital Depreciation Account to the Grandvue Operating Account in the amount of \$48,945.69; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Jason moved to approve the new *Handling of Soiled and Isolation Laundry and Support Surfaces, Use of policies*; second by Mrs. Rau.

Yeas: 2

Nays: 0

The meeting adjourned at 10:47 a.m.

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