



**Board Meeting Minutes
June 21, 2018**

The Charlevoix County Department of Health and Human Services Board held its monthly meeting on Thursday, June 21, 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, adding acceptance of the December 21, 2017, Financial Report prepared by Plante Moran; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Rau moved to approve the May 17, 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. Rau moved to receive the May 2018 financial reports; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Rau moved to accept the December 31, 2017, Financial Report/Audit prepared by Plante Moran; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Rau moved to approve the May 2018 bills in the amount of \$1,084,044.74; 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 \$28,119.28; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Rau moved to approve the revised *External Device Policy* and *Storage of Resident's Personal Food Items* policy; second by Mrs. Jason.

Yeas: 2

Nays: 0

The meeting adjourned at 10:25 a.m.

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

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