



Board Meeting Minutes August 16, 2018

The Charlevoix County Department of Health and Human Services Board held its monthly meeting on Thursday, August 16, 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**
- **Joel Evans, Commissioner Liaison**
- **Steve Hoffman, Financial Services Director**
- **Jane Korthase, Human Resource Director**

Oral Sutliff, Board Chair, was not present.

Survey trainees Holly Arrol and Gail Ranville, were present for public comment.

Holly Arrol and Gail Ranville were introduced to the Board. As part of their training to become state of Michigan long term care surveyors, they have been working with Grandvue staff and Residents for two weeks.

Mrs. Rau moved to approve the agenda with the addition of the 2019 budget review and discussion regarding MDI upgrade; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Rau moved to approve the July 19, 2018, minutes with correction of the final submission statement; second by Mrs. Jason.

Yeas: 2

Nays: 0

The Board reviewed the Department Head reports.

Mrs. Timmer presented the Administrator's report. The Board discussed investing in the Grandvue Terrace and Recreation Park in order to show potential funders and the community that the Board and facility support the project.

Mrs. Rau moved to approve the use of \$200,000 from the Huntington Bank Operating Fund to invest in the Grandvue Terrace and Recreation Park; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Rau moved to receive the July 2018 financial reports; second by Mrs. Jason.
Yeas: 2
Nays: 0

Mrs. Rau moved to approve the use of \$25,000 from the Operating Budget for an upgrade to MDI payroll/accounting software; second by Mrs. Jason.
Yeas: 2
Nays: 0

Mrs. Rau moved to approve the July 2018 bills in the amount of \$719,763.27; 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 \$7,907.27; second by Mrs. Jason.
Yeas: 2
Nays: 0

Steve Hoffman presented a preliminary overview of the 2019 budget.

The meeting adjourned at 11:00 a.m.

Respectfully submitted,
Carol Timmer, Recording Secretary
Mary Jason, Vice Chair