



**Board Meeting Minutes
September 20 2018**

The Charlevoix County Department of Health and Human Services Board held its monthly meeting on Thursday, September 20, 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.

Bob Draves, member of the public, was also present. Dave Ruehle, Maintenance Director, was present for Department Head reports.

There was no public comment.

Mrs. Rau moved to approve the agenda was directed; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Rau moved to approve the August 16, 2018, minutes; second by Mrs. Jason.

Yeas: 2

Nays: 0

Dave Ruehle presented an overview of the maintenance department and the preventive maintenance program. The Board reviewed the Department Head reports.

Mrs. Timmer presented the Administrator's report.

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

Yeas: 2

Nays: 0

Steve Hoffman presented information about finding a back-up provider for internet services to meet the facility's technology needs.

Steve Hoffman discussed the need for an independent Department of Health and Human Services (DHHS) contractor to assist Residents and their Representatives with eligibility information and processing.

Mrs. Rau moved to approve a \$62,000 contract with DHHS for an eligibility specialist to assist Residents and their Representatives; second by Mrs. Jason.

Yeas: 2

Nays: 0

Steve Hoffman presented a draft of the 2019 Capital and Operating Budgets.

Mrs. Rau moved to approve raising the private pay rate to \$323.00/day; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Rau moved to approve the August 2018 bills in the amount of \$1,005,196.08; 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 \$166,318.38; second by Mrs. Jason.

Yeas: 2

Nays: 0

The October Grandvue Board Meeting will be changed from October 18 to October 25, 2018.

The meeting adjourned at 11:15 a.m.

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