



Board Meeting Minutes September 18, 2025

The Charlevoix County Department of Health and Human Services Board held its regular monthly meeting on Thursday, September 18, 2025, at the facility. The following persons were in attendance:

- **Mary Jason, Board Chair**
- **Paul Andrews, Vice Chair**
- **Tory Thrush, Board Member**
- **Josh Chamberlain, County Commissioner Liaison**
- **Joe Taylor, Administrator**
- **Steve Hoffman, Financial Services Director**

Guest: Emma Ayers, Human Resource Assistant

Mrs. Jason called the meeting to order at 9:00 a.m.

There was no public comment.

Emma Ayers introduced herself to the Board. She started at Grandvue in 2022 and served in Housekeeping and Reception before accepting the Human Resource Assistant position in August 2025. Emma left the meeting at 9:04 a.m.

Mr. Thrush moved to approve the agenda with the addition as presented; second by Mr. Andrews.

Yeas: 3

Nays: 0

Mr. Thrush moved to approve the minutes of the August 21, 2025, regular meeting; second by Mr. Andrews.

Yeas: 3

Nays: 0

The Board reviewed the Department Head Reports.

Joe Taylor presented the Administrator's Report.

Mr. Andrews moved to receive the August financial reports; second by Mr. Thrush.

Yeas: 3

Nays: 0

Mr. Andrews moved to approve payment of the August bills in the amount of \$1,465,340.26. second by Mr. Thrush.

Yeas: 3

Nays: 0

Mr. Thrush moved to allow the transfer of funds from the Grandvue Capital Depreciation Account to the Grandvue Operating Account in the amount of \$449,587.35; second by Mr. Andrews.

Yeas: 3

Nays: 0

Mr. Andrews moved to approve revision to the *Harassment of Employees, Infection Prevention Program, and Resident Weights* policies and to sunset the *Pharmaceutical Services/Consulting* policy; second by Mr. Thrush.

Yeas: 3

Nays: 0

The meeting adjourned at 10:25 a.m.

Respectfully submitted,
Joe Taylor, Administrator