



Board Meeting Minutes November 20, 2025

The Charlevoix County Department of Health and Human Services Board held its regular monthly meeting on Thursday, November 20, 2025, at the facility. The following persons were in attendance:

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

Guest: Neil McDonald, Maintenance Director

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

There was no public comment.

Neil McDonald was guest speaker and presented an update on the facility's capital projects.

Mr. Andrews moved to approve the agenda with the addition of a Capital Project change; second by Mr. Thrush.

Yeas: 3

Nays: 0

Mr. Thrush moved to approve the minutes of the October 16, 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. Thrush moved to receive the October financial reports; second by Mr. Andrews.

Yeas: 3

Nays: 0

Mr. Andrews moved to approve the transfer of \$100,000 from the Roof Replacement Capital Project to the Domestic Water System Upgrade Capital Project to cover increased project costs and engineering fees; second by Mr. Andrews.

Yeas: 3

Nays: 0

Mr. Andrews moved to approve the 2026 Capital Budget; second by Mr. Thrush.

Yeas: 3

Nays: 0

Mr. Andrews moved to approve the 2026 Operating Budget; second by Mr. Thrush.

Yeas: 3

Nays: 0

Mr. Thrush moved to approve payment of the October 2025 bills in the amount of \$1,153,347.50; second by Mr. Thrush.

Yeas: 3

Nays: 0

Mr. Andrews moved to allow the transfer of funds from the Grandvue Capital Depreciation Account to the Grandvue Operating Account in the amount of \$63,561.78; second by Mr. Thrush.

Yeas: 3

Nays: 0

Mrs. Jason moved to go into Closed Session to discuss Collective Bargaining at 11:29 a.m.; second by Mr. Andrews.

Mrs. Jason: Yea

Mr. Andrews: Yea

Mr. Thrush: Yea

Present for Closed Session: Mrs. Jason, Mr. Andrews, Mr. Thrush, Joe Taylor and Steve Hoffman.

The Board returned to Open Session at 11:29 a.m.

Mr. Thrush moved to approve the 2025 Policy Review Index; second by Mr. Andrews.

Yeas: 3

Nays: 0

The Board discussed the 2026 Grandvue Meeting Calendar.

The meeting adjourned at 11:35 a.m.

Respectfully submitted,
Joe Taylor, Administrator