Charlevoix County Medical Care Facility

# Board Meeting Minutes
## October 15, 2026

**The Charlevoix County Department of Health and Human Services Board held its regular monthly meeting on Thursday, October 15, 2026, at the facility. The following persons were in attendance:**

- **Mary Jason, Board Chair**
- **Paul Andrews, Vice Chair**
- **Tim Kenney, County Commissioner Liaison**
- **Joe Taylor, Administrator**
- **Steve Hoffman, Financial Services Director**
- **Jane Korthase, Human Resource Director**
- **Jennifer McDonald, Human Resource Director**

**Not present: Tory Thrush, Board Member**

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

Jennifer McDonald introduced herself as Human Resource Director, assuming full duties in December 2026. Jennifer has over 25 years in non-profit administration and is a welcome addition to the Grandvue team.

Mr. Andrews moved to approve the agenda as presented; second by Mrs. Jason.
Yeas: 2
Nays: 0

Mrs. Jason moved to approve the minutes of the September 17, 2026, regular meeting; second by Mr. Andrews.
Yeas: 2
Nays: 0

The Board reviewed the Department Head Reports.

The Board reviewed the Administrator's Report.

Mr. Andrews moved to receive the September 2026 financial reports; second by Mrs. Jason.
Yeas: 2
Nays: 0

Mr. Andrews moved to approve payment of the September 2026 bills in the amount of $1,446,838.85; second by Mrs. Jason.

Yeas: 2
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 $250,976.20; second by Mrs. Jason.
Yeas: 2
Nays: 0

Mrs. Jason moved to approve sunsetting the following policies:

- *Re-Testing Nurse Aides for Knowledge and Clinical Skills*
- *Nurse Aide Training Student Policies*
- *Grading Trainees in Lecture, Lab and Clinical Practice*
- *Certified Nurse Aide Training—Special Needs Students;*

Second by Mr. Andrews.
Yeas: 2
Nays: 0

Mr. Andrews moved to approve the 2027 Operating Budget; second by Mrs. Jason.
Yeas: 2
Nays: 0

Mr. Andrews approved increasing the private pay rate to match the 2027 Medicaid Rate of $473.49, effective January 1, 2027; second by Mrs. Jason.
Yeas: 2
Nays: 0

Mrs. Jason moved to approve the transfer of $15,500 from the Café upgrade capital project to purchase 2 mechanical lifts; second by Mr. Andrews.
Yeas: 2
Nays: 0

Mrs. Jason moved to go into Closed Session at 11:05 a.m. to discuss collective bargaining; second by Mr. Andrews.
Mrs. Jason: Yea
Mr. Andrews: Yea

Mrs. Jason, Mr. Andrews. Mr. Kenney, Joe Taylor, Steve Hoffman, Jennifer McDonald and Jane Korthase were present for the Closed Session.

The Board returned to Open Session at 11:17 a.m.

Administrator Joe Taylor thanked Board Chair Mary Jason for her years of service, support and advocacy.

The meeting adjourned at 11:20 a.m.

Respectfully submitted,

DRAFT

Jane Korthase, Human Resource Director

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