



**Board Meeting Minutes
February 16, 2012**

The Charlevoix County Department of Human Services Board held its regularly scheduled meeting on Thursday, February 16, 2012, at Grandvue Medical Care Facility in East Jordan. The meeting was called to order by Carl Bloom, Chairperson, at 9:00 a.m. with the following persons also in attendance: Bill Olstrom, Vice Chair; Bob Pawlus, Board Member; Joel Evans, Commissioner Liaison; Carol Timmer, Administrator; Mike Stephenson, Financial Services Director; Mary Stahl, Activity Director; Amy Mayes, Support Services Director; Linda Mansfield, Social Work and Admission Director; Carl Olstrom, Maintenance Director; and Jane Korthase, Acting Recording Secretary.

There was no public comment.

Mr. B. Olstrom moved to approve the agenda with the subject of Budget Goal added to the Financial Overview; second by Mr. Pawlus.

Yeas: 3 Nays: 0

Mr. B. Olstrom moved to approve the Meeting Minutes dated January 19, 2012; second by Mr. Bloom.

Yeas: 3 Nays: 0

Grandvue Department Heads presented their reports to the Board.

Mr. B. Olstrom moved to approve the new *Clostridium Difficile, Prevention and Control* policy and changes to the policies: *Prevention of Skin Impairment, Resident Skin Assessment and Braden Scale Risk Assessment on Admission, Readmission and Change of Condition; and Monitoring Blood Glucose Levels Using the Precision Xtra Monitor* as presented; second by Mr. Pawlus.

Yeas: 3 Nays: 0

Mike Stephenson presented the financial overview.

Mr. B. Olstrom moved to allow the January 2012 bills in the amount of \$544,702.27; second by Mr. Pawlus.

Yeas: 3 Nays: 0

Mr. Pawlus moved to receive the January 2012 Financial Statements; second by Mr. B. Olstrom.

Yeas: 3 Nays: 0

The Board discussed the need for a budgetary benchmark goal to raise awareness of staff for cost containment. This will be a reviewable item on the meeting agenda each month.

Mr. Pawlus moved to approve the Memorial Account transfer in the amount of \$329.55; second by Mr. B. Olstrom.

Yeas: 3 Nays: 0

Mrs. Timmer reviewed the Administrator's Report with the Board. East Jordan Family Health Center will be adding a physician in March who will act as a rounding physician at Grandvue along with Dr. Young. The facility's leadership team is working together to explore staff satisfaction and define tangible ways to address concerns identified on the 2011 Staff Satisfaction Survey. Grandvue's Nurse Aide Training Program will expand to allow 18 students per class in conjunction with community training needs. Mrs. Timmer is serving on a leadership board with the Michigan County Medical Care Facilities Council and Plante Moran to identify the critical elements of potential change to the current long term care delivery and payment systems.

Mr. B. Olstrom moved to approve the contract between Grandvue and auditing firm Plante Moran; second by Mr. Pawlus.

Yeas: 3 Nays: 0

Mr. B. Olstrom moved to accept the 2012 Board Meeting Schedule as presented; second by Mr. Pawlus.

Yeas: 3 Nays: 0

Mr. Pawlus moved to adjourn the meeting at 11:20 a.m.; second by Mr. B. Olstrom.

Yeas: 3 Nays: 0

Respectfully submitted,

Carol Timmer, Recording Secretary

Carl Bloom, Board Chair