



Board Meeting Minutes December 17, 2015

The Charlevoix County Department of Health and Human Services Board held its monthly meeting on Thursday, December 17, 2015, at Grandvue Medical Care Facility in East Jordan. The meeting was called to order by Bill Olstrom, Board Chair, at 9:00 am with the following persons also in attendance:

- **Oral Sutliff, Board Member**
- **Joel Evans, Commissioner Liaison**
- **Carol Timmer, Administrator**
- **Ron Oja, Health Services Administrator**
- **Linda Chew, Compliance RN**
- **Linda Mansfield, Social Work and Admissions Director**
- **Andy Carlson, Executive Chef**
- **Carl Olstrom, Maintenance Director**
- **Lisa Dunson, Activity Director**
- **Steve Hoffman, Financial Services Director**
- **Jane Korthase, Human Resource Director and Acting Recording Secretary**

Mary Jason, Vice Chair, was not present.

Bill Behling was present as a member of the public and spoke to the Board about adding smelt to the Grandvue menu and his staffing concerns.

Mr. Sutliff moved to approve the agenda as presented; second by Mr. B. Olstrom.

Yeas: 2

Nays: 0

Mr. Sutliff moved to approve the November 19, 2015, Board Meeting Minutes; second by Mr. B. Olstrom.

Yeas: 2

Nays: 0

Mr. Sutliff moved to approve the First Closed Session Minutes from November 19, 2015; second by Mr. B. Olstrom.

Yeas: 2

Nays: 0

Mr. Sutliff moved to approve the Second Closed Session Minutes from November 19, 2015; second by Mr. B. Olstrom.

Yeas: 2
Nays: 0

The Department Heads presented their reports.

Linda Chew presented the Compliance Report.

Ron Oja presented the Health Services Administrator's Report.

Mrs. Timmer presented the Administrator's Report.

Mr. Sutliff moved to receive the November 2015 financial statements; second by Mr. B. Olstrom.

Yeas: 2
Nays: 0

Mr. Sutliff moved to approve the November 2015 bills in the amount of \$610,122.35; second by Mr. B. Olstrom.

Yeas: 2
Nays: 0

Steve Hoffman discussed the facility's plan for fueling vehicles after the closure of the East Jordan Marathon. Grandvue will utilize a Blarney Castle credit card with individual PIN tracking for users.

Mr. Sutliff moved to approve the Capital Transfer in the amount of \$10,929; second by Mr. B. Olstrom.

Yeas: 2
Nays: 0

Steve Hoffman presented the Grandvue Terrace and Recreation Park financial summary. The project's assets total \$198,215.74 as of November 30, 2015.

The Board reviewed the 2015 and 2016 Strategic Planning Calendars.

The meeting was adjourned at 11:08 a.m.

Respectfully submitted,
Carol Timmer, Recording Secretary
Bill Olstrom, Board Chair