



Board Meeting Minutes September 17, 2020

The Charlevoix County Department of Health and Human Services Board held its monthly meeting on Thursday, September 17, 2020, at 1806 Peninsula Road, East Jordan. The following persons were in attendance:

- **Carol Timmer, Administrator**
- **Steve Hoffman, Financial Services Director**
- **Jane Korthase, Human Resource Director**

Attending via telephone conference call:

- **Mary Jason, Board Chair**
- **Rose Rau, Vice Chair**
- **Paul Andrews, Board Member**
- **Bob Draves, Charlevoix County Commissioner**

George Lasater, Charlevoix County Commissioner Liaison, was not present

Mrs. Jason called the meeting to order at 9:30 a.m.

There was no public comment.

Mrs. Rau moved to approve the agenda as presented; second by Mr. Andrews.

Yeas: 3

Nays: 0

Mr. Andrews moved to approve the minutes of the August 20, 2020, Regular Meeting; second by Mrs. Rau.

Yeas: 3

Nays: 0

The Board reviewed the Department Head reports.

Mrs. Timmer presented her Administrator's report.

Mrs. Rau moved to receive the August 2020 financial reports; second by Mr. Andrews.

Yeas: 3

Nays: 0

Mrs. Rau moved to approve payment of the August 2020 bills in the amount of \$601,680.94; second by Mr. Andrews.

Yeas: 3
Nays: 0

Steve Hoffman presented the 2021 preliminary budget. Several key components remain unknown at this time.

Mr. Andrews moved to allow the transfer of funds from the Grandvue Capital Depreciation Account to the Grandvue Operating Account in the amount of \$223.00; second by Mrs. Rau.

Yeas: 3
Nays: 0

Mr. Andrews moved to approve a staff holiday bonus of \$75, to be included in paychecks in November; second by Mrs. Rau.

Yeas: 3
Nays: 0

Mrs. Rau moved to approve the revised *Influenza Vaccinations* policy; second by Mr. Andrews.

Yeas: 3
Nays: 0

The meeting adjourned at 10:42 a.m.

Respectfully submitted,
Carol Timmer, Recording Secretary
Mary Jason, Board Chair