



Board Meeting Minutes May 19, 2022

The Charlevoix County Department of Health and Human Services Board held its regularly scheduled meeting on Thursday, May 19, 2022, at the facility. The following persons were in attendance:

- **Mary Jason, Board Chair**
- **Paul Andrews, Vice Chair**
- **Joe Taylor, Administrator**
- **Steve Hoffman, Financial Services Director**
- **Jane Korthase, Human Resource Director**

Guest: Lisa Dunson, Activity Director

Absent: Rose Rau, Board Member, and Bob Draves, County Commissioner Liaison

There was no public comment.

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

Mr. Andrews moved to approve the agenda with the addition of the Administrator's contract review; second by Mrs. Jason.

Yeas: 2

Nays: 0

Lisa Dunson presented an overview of the Grandvue Activity Department. Although her team has been focused on visitation and screening/testing visitors, they are still helping to facilitate planned and spontaneous moments of joy for the facility's residents and staff.

Mr. Andrews moved to approve the minutes of the April 21, 2022, Regular Session; second by Mrs. Jason.

Yeas: 2

Nays: 0

The Board reviewed the Department Head Reports.

Mr. Taylor presented the Administrator's Report.

The Board discussed options for the facility's internet provider.

Mrs. Jason moved to allow \$30,000 from the Grandvue Capital Depreciation Fund to be used for construction costs to convert the Grandvue internet provider to Trustream, trialing an undedicated line and maintaining Spectrum as backup service; second by Mr. Andrews.

Yeas: 2

Nays: 0

The Board reviewed the SARS-CoV-2 Wastewater Monthly Report from the Health Department of Northwest Michigan.

Mr. Andrews moved to receive the April 2022 financial reports; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mr. Andrews moved to approve payment of the April 2022 bills in the amount of \$618,292.17; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Jason moved to approve the following revised policies:

- *Certified Nurse Aide (CNA) Certificate Renewal Process*
- *Re-Testing Nurse Aides for Knowledge and Clinical Skills,*

and sunset the following policies:

- *Emergency and Back-Up Medications*
- *Expiration Dating and Multiple Dose Products*
- *Fluid Intake and Output: Monitoring and Recording of*
- *Insulin Substitution;*

second by Mr. Andrews.

Yeas: 2

Nays: 0

The current Employment Agreement between the Charlevoix County Department of Health and Human Services Board and Administrator Joe Taylor expires on May 31, 2021. The Board updated and renewed Mr. Taylor's contract.

The meeting adjourned at 12:13 p.m.

Respectfully submitted,
Jane Korthase