



**Board Meeting Minutes  
Regular Session  
February 16, 2023**

**The Charlevoix County Department of Health and Human Services Board held its regular monthly meeting on Thursday, February 16, 2023, at the facility. The following persons were in attendance:**

- **Mary Jason, Board Chair**
- **Paul Andrews, Vice Chair**
- **Patricia Hellebuyck, Board Member**
- **Joshua Chamberlain, Charlevoix County Commissioner Liaison**
- **Steve Hoffman, Financial Services Director**
- **Jane Korthase, Human Resource Director**

**Guest: Lisa Dunson, Activity Director**

**Absent: Joe Taylor, Administrator**

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

There was no public comment.

Lisa Dunson presented updates on the Namaste program and the Grandvue Greenhouse and introduced the new Music and Memory program.

Lisa Dunson left the meeting at 9:45 a.m.

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

Yeas: 3

Nays: 0

Mr. Andrews moved to approve the minutes of the January 19, 2023, Board Meeting; second by Mrs. Hellebuyck.

Yeas: 3

Nays: 0

The Board reviewed the Department Head Reports. The Board offered congratulations to Amy Roberts for achieving her Certified Dietary Manager credential.

The Board reviewed the Administrator's Report.

Mr. Andrews moved to receive the January 2023 financial reports; second by Mrs. Hellebuyck.  
Yeas: 3  
Nays: 0

Mr. Andrews moved to approve payment of the January 2023 bills in the amount of \$783,405.52; second by Mrs. Hellebuyck.  
Yeas: 3  
Nays: 0

Mr. Andrews moved to allow the transfer of funds from the Grandvue Capital Depreciation Account to the Grandvue Operating Account for 2022 capital projects in the amount of \$24,765.20; second by Mrs. Hellebuyck.  
Yeas: 3  
Nays: 0

Mr. Andrews moved to allow the transfer of funds from the Grandvue Capital Depreciation Account to the Grandvue Operating Account for 2023 capital projects in the amount of \$13,675.64; second by Mrs. Hellebuyck.  
Yeas: 3  
Nays: 0

Mr. Andrews moved to allow the transfer of funds from the Grandvue CPE Account to the Grandvue Operating Account in the amount of \$19,018.28; second by Mrs. Hellebuyck.  
Yeas: 3  
Nays: 0

Mr. Andrews moved to approve the revision to the *Behavior Management* policy and to sunset the *Physician Services* policy; second by Mrs. Hellebuyck.  
Yeas: 3  
Nays: 0

The meeting adjourned at 10:35 a.m.

Respectfully submitted,  
Jane Korthase