



**Board Meeting Minutes
Regular Session
April 20, 2023**

The Charlevoix County Department of Health and Human Services Board held its regular monthly meeting on Thursday, April 20, 2023, at the facility. The following persons were in attendance:

- Mary Jason, Board Chair
- Paul Andrews, Vice Chair
- Joshua Chamberlain, Charlevoix County Commissioner Liaison
- Joe Taylor, Administrator
- Steve Hoffman, Financial Services Director
- Jane Korthase, Human Resource Director

Absent: Patricia Hellebuyck, Board Member

Guest: Danielle Karlosky, Infection Preventionist

Mrs. Jason called the meeting to order at 9:35 a.m.

There was no public comment.

Danielle Karlosky, Infection Prevention RN, presented an overview of the current COVID outbreak. Mrs. Karlosky left the meeting at 9:45 a.m.

Mr. Andrews moved to approve the agenda; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mr. Andrews moved to approve the minutes of the March 16, 2023, Board Meeting; second by Mrs. Jason.

Yeas: 2

Nays: 0

The Board reviewed the Department Head Reports.

Joe Taylor presented the Administrator's Report.

Mr. Andrews moved to receive the March 2023 financial reports; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mr. Andrews moved to approve payment of the March 2023 bills in the amount of \$1,222,804.16; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mr. Andrews moved to allow the transfer of funds from the Grandvue Capital Depreciation Account to the Grandvue Operating Account in the amount of \$35,560.22; second by Mrs. Jason.

Yeas: 2

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 \$20,399.50; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mr. Andrews moved to approve revising the *Pre-Employment (Post Job Offer Physical)* policy, sunsetting the *Physical Restraints, Use of* policy, and adding the new *Restraint Free Environment* policy; second by Mrs. Jason.

Yeas: 2

Nays: 0

The Board discussed the timing of the June 2023 meeting and audit presentation. Because the auditors will not be available on the regular meeting date, the decision was made to move the June meeting to Thursday, June 22, 2023, at 9:30 a.m.

The meeting adjourned at 10:40 a.m.

Respectfully submitted,
Jane Korthase