



Board Meeting Minutes August 17, 2023

The Charlevoix County Department of Health and Human Services Board held its regular meeting on Thursday, August 17, 2023, at the facility. The following persons were in attendance:

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

Josh Chamberlain, Commissioner Liaison, was not present for the meeting.

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

There was no public comment.

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

Yeas: 3

Nays: 0

Mr. Andrews moved to approve the July 20, 2023, regular meeting minutes; second by Mrs. Hellebuyck.

Yeas: 3

Nays: 0

The Board reviewed the Department Head Reports.

Mr. Andrews moved to approve a letter of understanding between Grandvue Charlevoix County Medical Care Facility and SEIU Healthcare Michigan regarding transfers between closed MERS Defined Benefit divisions; second by Mrs. Hellebuyck.

Yeas: 3

Nays: 0

Joe Taylor presented the Administrator's Report.

Mr. Andrews moved to receive the July 2023 financial reports; second by Mrs. Hellebuyck.

Yeas: 3

Nays: 0

Mrs. Hellebuyck moved to allow reallocation of \$40,000 from the Communications/Pager Project and \$20,000 from the Computer Replacement Capital Project for facility-wide WI-FI infrastructure upgrades; second by Mr. Andrews.

Yeas: 3

Nays: 0

Mr. Andrews moved to allow payment of \$.85/hour worked for Grandvue workers whose positions were not included in the State of Michigan's Direct Care Worker or Non-Clinical Staff wage pass through programs for the period of October 1, 2023 until September 30, 2024; second by Mrs. Hellebuyck.

Yeas: 3

Nays: 0

Mr. Andrews moved to approve payment of the July 2023 bills in the amount of \$690,894.94; 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 in the amount of \$70,363.00; 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 \$20,978.19; second by Mrs. Hellebuyck.

Yeas: 3

Nays: 0

Mrs. Jason moved to sunset the following policies:

- *Bed Hold Policy*
- *Laboratory Services for New Admissions*
- *IP COVID-19 General Policy*

and amend the following policies:

- *Certification for Medicare Part A Residents*
- *Resident Outings and Leave of Absence;*

Second by Mrs. Hellebuyck.

The meeting adjourned at 11:02 a.m.

Respectfully submitted,
Jane Korthase