



Board Meeting Minutes September 21, 2023

The Charlevoix County Department of Health and Human Services Board held its regular meeting on Thursday, September 21, 2023, at the facility. The following persons were in attendance:

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

Patricia Hellebuyck, Board Member, was not present for the meeting.

Guest: Kelsi Brewer, Care Coordinator

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

There was no public comment.

Kelsi Brewer introduced herself to the Board and explained how the Minimum Data Set (MDS) tool standardizes Resident assessment, impacting care plans and reimbursement. Significant revision to the MDS assessment becomes effective October 1, 2023, and Care Coordinators are learning and preparing for the changes.

Kelsi Brewer left the meeting at 9:36 a.m.

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

Yeas: 2

Nays: 0

Mr. Andrews moved to approve the August 17, 2023, regular meeting minutes; second by Mrs. Jason.

Yeas: 2

Nays: 0

The Board reviewed the Department Head Reports.

Joe Taylor presented the Administrator's Report.

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

Yeas: 2

Nays: 0

Mr. Andrews moved to allow the write off of \$147,820.40 in bad debt; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mr. Andrews moved to allow an increase in the private pay rate to \$396.02 effective 60 days after notifying affected parties; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mr. Andrews moved to approve payment of the August 2023 bills in the amount of \$1,033,837.56; 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 \$67,013.66; 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 \$21,100.67; second by Mrs. Jason.

Yeas: 2

Nays: 0

The meeting adjourned at 11:13 a.m.

Respectfully submitted,
Jane Korthase