



Board Meeting Minutes November 21, 2023

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

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

Scheduled Guest: Bonnie Hughey, Housekeeping and Laundry Director

Mrs. Jason called the meeting to order at 9:00 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 October 19, 2023, regular meeting minutes; second by Mrs. Hellebuyck.

Yeas: 3

Nays: 0

The Board reviewed the Department Head Reports.

Joe Taylor presented the Administrator's Report.

Bonnie Hughey joined the meeting at 9:20 a.m. She discussed her retirement, effective December 31, 2023, and thanked the Board for their years of support. The Board congratulated Bonnie on her retirement and thanked her for her many contributions to the facility. Bonnie left the meeting at 9:25 a.m.

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

Yeas: 3

Nays: 0

Mr. Andrews moved to approve the 2024 Operating and Capital Budgets; second by Mrs. Hellebuyck.

Yeas: 3

Nays: 0

Mrs. Jason moved to go into Closed Session at 9:58 a.m. to discuss collective bargaining for the upcoming wage/benefit reopener.

Mrs. Jason: Yea

Mr. Andrews: Yea

Mrs. Hellebuyck: Yea

Present for the Closed Session: Mrs. Jason, Mr. Andrews, Mrs. Hellebuyck, Mr. Chamberlain, Joe Taylor, Steve Hoffman and Jane Korthase.

Mr. Andrews moved to leave Closed Session at 10:15 a.m.; second by Mrs. Hellebuyck.

Yeas: 3

Nays: 0

Mrs. Hellebuyck moved to approve payment of the October 2023 bills in the amount of \$760,911.60; second by Mr. Andrews.

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 \$26,836.12; second by Mrs. Hellebuyck.

Yeas: 3

Nays: 0

Mrs. Hellebuyck moved to allow the transfer of funds from the Grandvue CPE Account to the Grandvue Operating Account in the amount of \$22,030.00; second by Mr. Andrews.

Yeas: 3

Nays: 0

Mr. Andrews moved to approve sunseting the *COVID-19 Vaccinations* policy; second by Mrs. Hellebuyck.

Yeas: 3

Nays: 0

The Board discussed the date of the December 2023 meeting. The December 2023 meeting will be held at 9:00 a.m. on December 21, 2023.

The meeting adjourned at 10:22 a.m.

Respectfully submitted,
Jane Korthase