



Board Meeting Minutes March 21, 2024

The Charlevoix County Department of Health and Human Services Board held its regular meeting on Thursday, March 21, 2024, at the facility. The following persons were in attendance:

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

Paul Andrews, Board Vice Chair, and Joshua Chamberlain, County Commissioner Liaison, were not present.

Lisa Dunson, Grandvue Activity Director, was present as a member of the public.

Mrs. Jason called the meeting to order at 9:00 a.m.

There was no public comment.

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

Yeas: 2

Nays: 0

Mrs. Hellebuyck moved to approve the minutes of the February 15, 2024, meeting; second by Mrs. Jason.

Yeas: 2

Nays: 0

The Board reviewed the Department Head Reports.

Joe Taylor presented the Administrator's Report.

Mrs. Hellebuyck moved to receive the February 2024 financial reports; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Hellebuyck moved to approve payment of the February 2024 bills in the amount of \$898,919.49; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Hellebuyck moved to allow the transfer of funds from the Grandvue Capital Depreciation Account to the Grandvue Operating Account in the amount of \$16,712.12; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Hellebuyck moved to approve the proposed revision to the *Employee Substance Abuse* policy; second by Mrs. Jason.

Yeas: 2

Nays: 0

The meeting adjourned at 9:52 a.m.

Respectfully submitted,
Jane Korthase