



Board Meeting Minutes April 18, 2024

The Charlevoix County Department of Health and Human Services Board held its regular meeting on Thursday, April 18, 2024, 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**

Guest: Julie Cook, Assistant Director of Nursing

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.

Julie Cook introduced herself to the Board and discussed her extensive nursing experience. She became the Assistant Director of Nursing at Grandvue on March 5, 2024. Julie left the meeting at 9:08 a.m.

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

Yeas: 3

Nays: 0

Mr. Andrews moved to approve the minutes of the March 21, 2024, meeting; second by Mrs. Hellebuyck.

Yeas: 3

Nays: 0

The Board reviewed the Department Head Reports.

Joe Taylor presented the Administrator's Report.

Mrs. Hellebuyck moved to receive the March 2024 financial reports; second by Mr. Andrews.

Yeas: 3
Nays: 0

Mr. Andrews moved to approve transferring capital funds from the Courtyard Kitchen Remodel project to the Basement AC Unit project; second by Mrs. Hellebuyck.

Yeas: 3
Nays: 0

Mrs. Hellebuyck moved to approve payment of the March 2024 bills in the amount of \$884,167.72; second by Mr. Andrews.

Yeas: 3
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 \$26,800.00; second by Mr. Andrews.

Yeas: 3
Nays: 0

The meeting adjourned at 10:38 a.m.

Respectfully submitted,
Jane Korthase