



**Board Meeting Minutes
May 16, 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**

Amy and Julia Sherman were present as members of the public.

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

Amy and Julia Sherman expressed concern over the facility's attendance policy. The Shermans left the meeting at 9:29 a.m.

The Board reviewed and discussed the Grandvue Attendance Policy and procedures.

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

Yeas: 3

Nays: 0

Mrs. Hellebuyck moved to approve the minutes of the April 18, 2024, meeting; second by Mr. Andrews.

Yeas: 3

Nays: 0

The Board reviewed the Department Head Reports.

Joe Taylor presented the Administrator's Report.

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

Yeas: 3

Nays: 0

Mr. Chamberlain left the meeting at 11:00 a.m.

Mr. Andrews moved to approve payment of the April 2024 bills in the amount of \$674,766.57; second by Mrs. Hellebuyck.

Yeas: 3

Nays: 0

Mr. Andrews moved to approve revision to the *Faxing Protected Health Information* policy; second by Mrs. Hellebuyck.

Yeas: 3

Nays: 0

In addition to the June 20 regular meeting, the Board will have a special meeting on Thursday, June 27 at 9:00 a.m. with Plante Moran present to review the 2023 audit.

The meeting adjourned at 11:17 a.m.

Respectfully submitted,
Jane Korthase