



Charlevoix County Medical Care Facility
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**Board Meeting Minutes
SPECIAL MEETING
August 22, 2024**

The Charlevoix County Department of Health and Human Services Board held a special meeting on Thursday, August 22, 2024, at the facility to make up for the August 15, 2024, meeting that was canceled due to lack of quorum. 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

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

There was no public comment.

Mr. Andrews moved to approve the agenda with the addition of a capital project request; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mr. Andrews moved to approve the minutes of the July 30, 2024, special meeting; second by Mrs. Jason.

Yeas: 2

Nays: 0

The Board reviewed the Department Head reports.

Mr. Taylor presented the Administrator's report.

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

Yeas: 2

Nays: 0

Mr. Andrews moved to approve payment of the July 2024 bills in the amount of \$1,012,176.21; 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 \$18,492.13; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Jason moved to allow the addition to the 2024 Capital Project budget for \$17,000 for the Nursing Resident Lift project; second by Mr. Andrews.

Yeas: 2

Nays: 0

Mr. Andrews moved to approve accepting the new *Provision of Physician Ordered Services* policy and sunsetting the following policies:

- *Certification and Recertification for Medicare Part A Residents*
- *Lactation Accommodations for Employees*
- *Resident Assessment Instrument*
- *Resident's Medical Record, Open Status of;*

second by Mrs. Jason.

Yeas: 2

Nays: 0

The meeting adjourned at 10:43 a.m.

Respectfully submitted,
Jane Korthase