



Board Meeting Minutes November 21, 2024

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

- **Mary Jason, Board Chair**
- **Paul Andrews, Vice Chair**
- **Tory Thrush, Board Member**
- **Joe Taylor, Administrator**
- **Steve Hoffman, Financial Services Director**
- **Jane Korthase, Human Resource Director**

Joshua Chamberlain, County Commissioner Liaison, was not present.

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

There was no public comment.

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

Yeas: 3

Nays: 0

Mr. Andrews moved to approve the minutes of the October 31, 2024, special meeting; second by Mr. Thrush.

Yeas: 3

Nays: 0

The Board reviewed the Department Head Reports.

Mr. Taylor presented the Administrator's Report.

Mr. Taylor discussed an employee's tuition reimbursement request.

Mr. Thrush moved to receive the October financial reports; second by Mr. Andrews.

Yeas: 3

Nays: 0

Mr. Andrews moved to approve payment of the October bills in the amount of \$1,001,633.16; second by Mr. Thrush.

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 \$37,569.85; second by Mr. Thrush.

Yeas: 3

Nays: 0

Mr. Thrush moved to approve revising the *Paid Feeding Assistants* policy and sunsetting the *Urinary Tract Infection (UTI) Management and Treatment* policy; second by Mr. Andrews.

Yeas: 3

Nays: 0

The meeting adjourned at 10:05 a.m.

Respectfully submitted,
Jane Korthase