



## **Board Meeting Minutes April 17, 2025**

**The Charlevoix County Department of Health and Human Services Board held its regular monthly meeting on Thursday, April 17, 2025, at the facility. The following persons were in attendance:**

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

**Joshua Chamberlain, County Commissioner Liaison, and Joe Taylor, Administrator, were not present**

**Guest: Shannan Butler, Director of Nursing**

Mrs. Jason called the meeting to order at 9:02 a.m.

There was no public comment.

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

Yeas: 3

Nays: 0

Shannan Butler discussed the recent state long-term care annual survey and the corrective action plans developed by her team. Shannan left the meeting at 9:25 a.m.

Mr. Thrush moved to approve the minutes of the March 20, 2025, meeting; second by Mr. Andrews.

Yeas: 3

Nays: 0

The Board reviewed the Department Head Reports.

The Board reviewed the Administrator's Report.

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

Yeas: 3

Nays: 0

Mr. Andrews moved to approve payment of the March bills in the amount of \$799,154.38; 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 \$2,170.34; second by Mr. Thrush.

Yeas: 3

Nays: 0

The meeting adjourned at 10:13 a.m.

Respectfully submitted,  
Jane Korthase