



**Board Meeting Minutes
SPECIAL MEETING
August 9, 2016**

The Charlevoix County Department of Health and Human Services Board held a special meeting on Tuesday, August 9, 2016, at Grandvue Medical Care Facility in East Jordan. The meeting was called to order by Bill Olstrom, Board Chair, at 9:00 am with the following persons also in attendance:

- **Mary Jason, Vice Chair**
- **Oral Sutliff, Board Member**
- **Joel Evans, Commissioner Liaison**
- **Carol Timmer, Administrator**

There was no public comment.

Mr. Sutliff moved to approve the agenda, amended to add a closed session to discuss the Administrator's performance evaluation; second by Mrs. Jason.

Yeas:

Nays: 0

Mr. Sutliff moved to approve the minutes from the July 21, 2016, meeting; second by Mrs. Jason. Yeas: 3

Nays: 0

At the request of Carol Timmer, Mrs. Jason moved to go into closed session at 9:05 am to discuss the Administrator's performance evaluation; second by Mr. Sutliff.

Mr. Sutliff: yea

Mrs. Jason: yea

Mr. Olstrom: yea

Mr. Olstrom, Mrs. Jason, Mr. Sutliff, Mr. Evans and Mrs. Timmer were present for the closed session.

Mrs. Jason moved to return to open session at 10:08 am; second by Mr. Sutliff.

Yeas: 3

Nays: 0

The meeting adjourned at 10:15 am.

Respectfully submitted,

Carol Timmer, Recording Secretary
Bill Olstrom, Board Chair