



**Board Meeting Minutes  
June 19, 2019**

**The Charlevoix County Department of Health and Human Services Board held its monthly meeting on Wednesday, June 19, 2019, at Grandvue Medical Care Facility in East Jordan. The meeting was called to order by Mary Jason, Board Chair, at 9:30 am with the following persons also in attendance:**

- **Rose Rau, Vice Chair**
- **Paul Andrews, Board Member**
- **George Lasater, Commissioner Liaison**
- **Carol Timmer, Administrator**
- **Steve Hoffman, Financial Services Director**
- **Jane Korthase, Human Resource Director**
- **Lisa Dunson, Activity Director**

There was no public comment.

Mrs. Rau moved to approve the agenda with corrected financial dates; second by Mr. Andrews.

Yeas: 3

Nays: 0

Mrs. Rau moved to approve the minutes of the April 18, 2019, regular and closed sessions; second by Mr. Andrews.

Yeas: 3

Nays: 0

Lisa Dunson presented the summer activity plan; she left the meeting at 9:50 a.m.

The Board reviewed the Department Head Reports.

Mrs. Timmer presented the Administrator's Report.

Mrs. Rau moved to receive the May 2019 financial reports; second by Mr. Andrews.

Yeas: 3

Nays: 0

Mrs. Rau moved to approve the May 2019 bills in the amount of \$1,124,707.15; second by Mr. Andrews.

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 \$37,800.65; second by Mrs. Rau.

Yeas: 3

Nays: 0

Mr. Andrews moved to allow the transfer of funds from the Grandvue CPE Account to the Grandvue Operating Account in the amount of \$2,215.00; second by Mrs. Rau.

Yeas: 3

Nays: 0

Mrs. Rau moved to approve new policies:

- *Firearm and Weapon Prohibition*
- *Service Animals, Therapy/Comfort Animals and Visiting Pets*
- *Social Media*
- *Transfer and Discharge (including AMA),*

Revised Policy: *Employee Substance Abuse*, and Sunset policies:

- *Involuntary Transfer and/or Discharge*
- *Pet Facilitated Therapy;*

Second by Mr. Andrews.

Yeas: 3

Nays: 0

Nick Maeder and Stephen Smith presented the December 2018 audit review. Department Heads Linda Chew, Rebecca Verville, Andy Carlson, Lisa Dunson, Bonnie Hughey and Dave Ruehle joined the meeting for the audit review.

Mrs. Rau moved to accept the December 31, 2018, Financial Report/Audit prepared by Plante Moran; second by Mr. Andrews.

Yeas: 3

Nays: 0

The meeting adjourned at 11:30 a.m.

Respectfully submitted,  
Carol Timmer, Recording Secretary  
Mary Jason, Board Chair