



Board Meeting Minutes December 19, 2019

The Charlevoix County Department of Health and Human Services Board held its monthly meeting on Thursday, December 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**
- **Carol Timmer, Administrator**
- **Steve Hoffman, Financial Services Director**
- **Jane Korthase, Human Resource Director**

George Lasater, Commissioner Liaison, was not present. Paul Andrews, Board Member joined the meeting at 9:45.

Guests: Bob Draves, County Commissioner, and Rebecca Verville, Social Services Director

There was no public comment.

Mrs. Rau moved to approve the agenda; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Rau moved to approve the regular minutes of the November 21, 2019, meeting with typographical error correction; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Rau moved to approve the closed session minutes of the November 21, 2019, meeting; second by Mrs. Jason.

Yeas: 2

Nays: 0

Rebecca Verville gave a presentation on the Social Work and Admission Department. Despite a continued decline in daily census, the facility has experienced a 72% increase in annual admissions since 2016.

Rebecca Verville left the meeting at 9:45 a.m.

Paul Andrews joined the meeting at 9:45 a.m.

The Board reviewed the Department Head reports.

Mrs. Timmer presented her Administrator's report.

Mrs. Rau moved to approve tuition reimbursement from CPE funds for Assistant Director of Nursing Shannan Butler in the amount of \$2,000 with a Tuition Reimbursement Agreement; second by Mr. Andrews.

Yeas: 3

Nays: 0

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

Yeas: 3

Nays: 0

Mr. Andrews moved to approve November 2019 bills in the amount of \$908,982.00; second by Mrs. Rau.

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 \$82,380.46; 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 \$1,225.00; second by Mrs. Rau.

Yeas: 3

Nays: 0

Steve Hoffman presented the 2020 Capital and Operating Budgets.

Mrs. Rau moved to approve the 2020 Capital Budget with additional itemization; second by Mr. Andrews.

Yeas: 3

Nays: 0

Mrs. Rau moved to approve the 2020 Operating Budget; second by Mr. Andrews.

Yeas: 3

Nays: 0

Mrs. Rau moved to approve non-union wage increases as presented, effective the first full pay period on or after January 1, 2020; second by Mrs. Jason.

Yeas: 3

Nays: 0

Mrs. Rau moved approve the wage reopener agreement between SEIU Healthcare and Grandvue Medical Care Facility; second by Mrs. Jason.

Yeas: 3

Nays: 0

Mrs. Rau moved to approve the 2019 Policy Review Index; second by Mr. Andrews.

Yeas: 3

Nays: 0

The meeting adjourned at 11:35 a.m.

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