



**Board Meeting Minutes
April 16, 2020**

The Charlevoix County Department of Health and Human Services Board held its monthly meeting on Thursday, April 16, 2020, at 1806 Peninsula Road, East Jordan. The following persons were in attendance:

- **Carol Timmer, Administrator**
- **Steve Hoffman, Financial Services Director**
- **Jane Korthase, Human Resource Director**

Attending via telephone conference call:

- **Mary Jason, Board Chair**
- **Rose Rau, Board Chair**
- **Paul Andrews, Board Member**
- **Bob Draves, Charlevoix County Commissioner**

George Lasater, Commissioner Liaison, was not present.

Mrs. Jason called the meeting to order at 9:30 a.m.

There was no public comment.

Mr. Andrews moved to approve the agenda; second by Mrs. Rau.

Yeas: 3

Nays: 0

Mrs. Rau moved to approve the minutes of the March 19, 2020, Regular Meeting; second by Mr. Andrews.

Yeas: 2

Nays: 0

Mrs. Jason abstained from the vote as she had not been present at the March 19, 2020, meeting.

Mrs. Timmer presented her Administrator's report on facility preparations for COVID-19. At this time, the facility remains COVID-19 naïve.

Mrs. Rau moved to approve Grandvue Medical Care Facility opting out of the Families First Coronavirus Response Act; second by Mr. Andrews.

Yeas: 3

Nays: 0

Mr. Andrews moved to approve a \$1.50 per hour premium for all hours worked by staff between April 1, 2020, and May 31, 2020; second by Mrs. Rau.

Yeas: 3

Nays: 0

Mrs. Rau moved to receive the March 2020 financial reports; second by Mr. Andrews.

Yeas: 3

Nays: 0

Mrs. Rau moved to approve payment of the March 2020 bills in the amount of \$780,031.27; second by Mr. Andrews.

Yeas: 3

Nays: 0

Mrs. Rau moved to allow the transfer of funds from the Grandvue Capital Depreciation Account to the Grandvue Operating Account in the amount of \$10,428.06; second by Mr. Andrews.

Yeas: 3

Nays: 0

Mrs. Rau moved to approve the following new policies:

- *Suspected or Confirmed Coronavirus (COVID-19)*
- *COVID-19 Emergency Staffing*; second by Mr. Andrews

After discussion, the decision was made to wait to approve the *Suspected or Confirmed Coronavirus (COVID-19)* policy pending further review of the process. Mrs. Rau withdrew her motion.

Mrs. Rau moved to approve the new *COVID-19 Emergency Staffing* policy; second by Mr. Andrews.

Yeas: 3

Nays: 0

The meeting adjourned at 10:49 a.m.

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