



**Board Meeting Minutes  
July 16, 2020**

**The Charlevoix County Department of Health and Human Services Board held its monthly meeting on Thursday, July 16, 2020, at 1806 Peninsula Road, East Jordan. Administrator Carol Timmer was in attendance.**

**Attending via telephone conference call:**

- **Mary Jason, Board Chair**
- **Rose Rau, Vice Chair**
- **Paul Andrews, Board Member**
- **Bob Draves, Charlevoix County Commissioner**
- **Steve Hoffman, Financial Services Director**

**George Lasater, Charlevoix County Commissioner Liaison, was not present**

Mrs. Jason called the meeting to order at 9:34 a.m.

There was no public comment.

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

Yeas: 3

Nays: 0

Mrs. Rau moved to approve the minutes of the June 18, 2020, Regular Meeting; second by Mr. Andrews.

Yeas: 3

Nays: 0

Note: Administrator Carol Timmer declined to accept the \$2.00/hour pay enhancement for the administrator's position that was approved at the June 18, 2020, Board Meeting. She requested that the funds be redirected to Grandvue's employees.

The Board reviewed the Department Head reports.

Mrs. Timmer presented her Administrator's report.

Following the resignation of one of the facility's Assistant Directors of Nursing (ADON), Mrs. Rau moved to approve converting one ADON position to an Education RN position; second by Mr. Andrews.

Yeas: 3

Nays: 0

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

Yeas: 3

Nays: 0

Mr. Andrews moved to approve payment of the June 2020 bills in the amount of \$901,067.10; 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 \$18,856.00; second by Mrs. Rau.

Yeas: 3

Nays: 0

Mr. Andrews moved to approve the revised *Discharge Planning Processes and External Device* policies; second by Mrs. Rau.

Yeas: 3

Nays: 0

The meeting adjourned at 10:45 a.m.

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