



Board Meeting Minutes May 20, 2021

The Charlevoix County Department of Health and Human Services Board held its regularly scheduled meeting on Thursday, May 20, 2021, at 1806 Peninsula Road, East Jordan. The following persons were in attendance:

- **Carol Timmer, Administrator**
- **Joe Taylor, Director of Nursing**
- **Steve Hoffman, Financial Services Director**
- **Jane Korthase, Human Resource Director**

Attending via Zoom conferencing platform:

- **Mary Jason, Board Chair**
- **Rose Rau, Vice Chair**
- **Paul Andrews, Board Member**
- **Bob Draves, Commissioner Liaison**

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

There was no public comment.

Mrs. Rau moved to approve the agenda with the addition of a COVID-19 vaccine incentive discussion; second by Mr. Andrews.

Yeas: 3

Nays: 0

Mrs. Rau moved to approve the minutes of the April 15, 2021, meeting; second by Mr. Andrews.

Yeas: 3

Nays: 0

The Board reviewed the Department Head Reports. Joe Taylor presented a plan to encourage Grandvue staff to get the COVID-19 vaccine by incrementally rewarding employees for increases in the facility's overall vaccination rate.

Mrs. Rau moved to approve a COVID-19 vaccination incentive plan to run from June 1-October 1, 2021, paying each current staff member \$125 when each benchmark of a 4-tiered plan is achieved, with a total cost of around \$110,000 to be paid out of Certified Public Expenditure funds; second by Mr. Andrews.

Yeas: 3

Nays: 0

Mrs. Timmer presented her Administrator's Report.

Mr. Andrews moved to accept the terms of the Sub-Contracted Administrator Agreement; second by Mrs. Rau.

Yeas: 3

Nays: 0

Mrs. Rau moved to receive the April 2021 financial reports; second by Mr. Andrews.

Yeas: 3

Nays: 0

Mrs. Rau moved to approve payment of the April 2021 bills in the amount of \$760,249.16; 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 \$2,770.15; second by Mr. Andrews.

Yeas: 3

Nays: 0

Mrs. Rau moved to approve the new *Resident Recliners* policy; second by Mr. Andrews.

Yeas: 3

Nays: 0

The Board discussed the special meeting audit presentation scheduled for 9:30 a.m. on Tuesday, May 25, 2021.

Andrea Seese, Compliance Officer, joined the meeting via Zoom at 11:05 and provided compliance education.

The meeting adjourned at 11:23 a.m.

Respectfully submitted,
Jane Korthase