



**Board Meeting Minutes
SPECIAL MEETING
May 25, 2021**

The Charlevoix County Department of Health and Human Services Board held a special meeting on Tuesday, May 25, 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
- Shannan Butler, Director of Nursing
- Rebecca Verville, Social Work and Admissions Director
- Dave Ruehle, Maintenance Director
- Bonnie Hughey, Housekeeping and Laundry Director
- Andy Carlson, Dining Services Director
- Lisa Dunson, Activity Director
- Nick Maeder, Plante Moran
- Stephen Smith, Plante Moran
- Kristin Stempky, Plante Moran

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

There was no public comment.

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

Yeas: 3

Nays: 0

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

Yeas: 3

Nays: 0

Mrs. Rau moved to approve the minutes of the May 20, 2021, meeting; second by Mr. Andrews.

Yeas: 3

Nays: 0

Nick Maeder and Stephen Smith presented the audit of the financial statements for the medical care facility as of and for the year ended December 31, 2020.

There were no significant deficiencies or material weaknesses noted.

Mrs. Rau moved to accept the 2020 audit as presented; second by Mr. Andrews.

Mrs. Jason: Yea

Mrs. Rau: Yea

Mr. Andrews: Yea

The Board thanked Plante Moran and congratulated facility staff on the successful audit.

The Board thanked Administrator Carol Timmer for her dedication to the facility and wished her well on her upcoming retirement.

The meeting adjourned at 10:22 a.m.

Respectfully submitted,
Jane Korthase