



Board Meeting Minutes June 17, 2021

The Charlevoix County Department of Health and Human Services Board held its regularly scheduled meeting on Thursday, June 17, 2021, at 1806 Peninsula Road, East Jordan. The following persons were in attendance:

- **Mary Jason, Board Chair**
- **Rose Rau, Vice Chair**
- **Paul Andrews, Board Member**
- **Bob Draves, Commissioner Liaison**
- **Joe Taylor, Administrator**
- **Steve Hoffman, Financial Services Director**
- **Jane Korthase, Human Resource Director**

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

There was no public comment. The Board congratulated Mr. Taylor for achieving his Nursing Home Administrator License.

Mrs. Rau moved to approve the agenda with the addition of a discussion about recruitment/retention incentives; second by Mr. Andrews.

Yeas: 3

Nays: 0

Mrs. Rau moved to approve the minutes of the May 25, 2021, special meeting; second by Mr. Andrews.

Yeas: 3

Nays: 0

The Board reviewed the Department Head Reports. The facility will be holding a career fair on Wednesday, June 30, to recruit new care partners.

The Board discussed the current staffing shortages experienced throughout northern Michigan. Many businesses are offering hiring bonuses and additional pay to entice workers. Grandvue's staffing numbers are approaching a level that may impact the ability to admit new residents.

Mrs. Rau moved to approve a recruitment bonus of \$750 from CPE funds for staff members hired between July 1, 2021, and September 30, 2021, to be paid incrementally and prorated based on 30 hours of work; second by Mrs. Jason.

Yeas: 3
Nays: 0

Mrs. Rau moved to approve a retention bonus of \$1/hour to be paid on hours worked for the period of July 1, 2021, through September 30, 2021, from CPE funds for all staff members except the administrator; second by Mr. Andrews.

Yeas: 3
Nays: 0

Mr. Taylor presented the Administrator's Report.

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

Yeas: 3
Nays: 0

Mrs. Rau moved to approve payment of the May 2021 bills in the amount of \$626,320.56; second by Mr. Andrews.

Yeas: 3
Nays: 0

Mrs. Rau moved to sunset the *Autopsies and Ordering and Returning Portable Oxygen Tanks (and Other Gases)* policies; second by Mr. Andrews.

Yeas: 3
Nays: 0

The meeting adjourned at 11:23 a.m.

Respectfully submitted,
Jane Korthase