



## **Board Meeting Minutes August 19, 2021**

The Charlevoix County Department of Health and Human Services Board held its regularly scheduled meeting on Thursday, August 19, 2021, at the facility. 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 9:40 a.m. to accommodate COVID-19 testing of the Board.

There was no public comment.

Mrs. Rau moved to approve the agenda with corrected dates on the financials and bills; second by Mr. Andrews.

Yeas: 3

Nays: 0

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

Yeas: 3

Nays: 0

The Board reviewed the Department Head Reports. Mr. Taylor informed the Board that Dave Ruehle, Maintenance Director, is resigning effective August 26. The Board discussed staffing ramifications of the federal mandate for vaccination of nursing home workers.

Mr. Taylor presented the Administrator's Report.

Mrs. Rau moved to approve terminating the sub-contracted nursing home administrator services offered by Decrescendo Advisory Group LLC; second by Mr. Andrews.

Yeas: 3

Nays: 0

The Board reviewed the results of the staff, family and resident satisfaction surveys.

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

Yeas: 3

Nays: 0

Mr. Andrews moved to allow the addition of annual depreciation expense in the amount of \$677,880 to the 2021 Operating Budget; second by Mrs. Rau.

Yeas: 3

Nays: 0

Mrs. Rau moved to approve payment of the July 2021 bills in the amount of \$1,013,128.87; second by Mr. Andrews.

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 \$25,098.25; second by Mrs. Rau.

Yeas: 3

Nays: 0

Mrs. Rau moved to approve  
new policies:

- *Cleaning and Disinfection of Resident-Care Equipment*
- *Tuberculosis Control Plan*

revised policies:

- *Wandering/Unaccompanied Exit/Missing Residents*
- *Medications, Self Administration of*

and the sunsetting of the following policies:

- *Chart Audit*
- *Tuberculosis Monitoring of Residents*
- *Tuberculosis Screening of Residents*
- *Tuberculin Skin Testing;*

second by Mr. Andrews.

Yeas: 3

Nays: 0

Mr. Taylor reviewed July 2021 cost saving efficiencies with the Board.

The meeting adjourned at 11:10 a.m.

Respectfully submitted,  
Jane Korthase