



Bay Bluffs – ECMCF
Emmet County Department of Health & Human Services Board
Board Meeting Minutes
August 22, 2017

Liz Horrom, Board Vice Chair, called the meeting to order 10:05 a.m. at Bay Bluffs – ECMCF in the Conference Room.

Board Members Present: Gayle Mroczkowski
Liz Horrom

Board Members Absent: Marie Wayman

Staff Present: Michael Greer, Chief Financial Officer
Lisa Ashley, Administrator
Kristen Smith, Administrative Assistant

Others Present: Robert Engel, Civil Counsel

Others Absent:

Guests Present:

Consent Agenda: The consent agenda included the meeting agenda, and minutes from the July 20 meeting.

Ms. Mroczkowski motioned to approve the consent agenda. Ms. Horrom supported the motion. The motion carried by consensus.

Leadership Presentation:

- None
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Chief Financial Officer's Report

- **Financial Dashboard**
 - **July 2017 Cash Report:** The cash report for the month ending July 31, 2017 was distributed in the packets. Mr. Greer reviewed and explained the report to the Board.
 - **June 2017 Financial Report:** The financial report for the month ending June 30, 2017 was included in packets as well. Mr. Greer reviewed and explained this report to the Board. There was discussion of the QAA tax, and the Board suggested that Mr. Greer or

- **Rules of Procedure:** Board members continued to discuss Rules of Procedure. Mr. Engel shared a House Bill that he thought may be applicable to the discussion, and confirmed that the rules were specific to Bay Bluffs activities, and were not applicable to the Department of Health and Human Services meetings.

New Business:

- Ms. Horrom brought up that her term would be up in October. She intends to continue serving on the Board. Mr. Engel will follow up on her appointment at the county level.

Public Comment: None.

Recap & Summary: Mr. Engel will follow up on Mr. Horrom's appointment. Mr. Engel and Mr. Greer will review the therapy team letters. Ms. Ashley will draft a letter to the County Commissioners, on behalf of the Board, in support of the renovation project. Ms. Ashley reminded the Board that Plante Moran and Dykema Hammond will be attending the September meeting to present draft renovation plans.

Adjournment: Regular Meeting adjourned at 11:48 am.

Upcoming Meetings:

- The next Regular Meeting is scheduled for September, 2017 in the Bay Bluffs Conference room at 10 a.m.

9/21/17
Date


Liz Horrom, Board Vice Chairperson

9/21/17
Date


Kristen Smith, Recording Secretary

Copies to: Marie Wayman, Liz Horrom, Gayle Mroczkowski, Robert Engel, Charlie MacInnis, Lisa Ashley, and Michael Greer.