



Bay Bluffs – ECMCF
Emmet County Department of Health & Human Services Board
Board Meeting Minutes
January 15, 2018

Marie Wayman, Board Chair, called the meeting to order 10:00 a.m. at Bay Bluffs – ECMCF in the Conference Room.

Board Members Present: Gayle Mroczkowski
Liz Horrom
Marie Wayman

Board Members Absent: None

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

Others Present: None

Others Absent: Robert Engel, Civil Counsel
Charlie MacInnis, Emmet County Commissioner

Guests Present: None

Consent Agenda: The consent agenda included the meeting agenda, and minutes from the December 21, 2017 meeting.

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

Chief Financial Officer's Report

- **Financial Dashboard**
 - **December 2017 Cash Report:** The cash report for the month ending December 31, 2017 was distributed in the packets. Mr. Greer reviewed and explained the report to the Board.
 - **November 2017 Financial Report:** The financial report for the month ending November 30, 2017 was included in packets as well. Mr. Greer reviewed and explained this report

New Business: None.

Public Comment: None.

Recap & Summary: Mr. Greer will bring an analysis of Accounts Receivable to the February meeting. Ms. Ashley will update Harbor Inc. on the contract discussion. Ms. Ashley will follow up with the MCMCFC legal arm in regards to criminal background check language. Ms. Smith will update and post the public notice.

Adjournment: Regular Meeting adjourned at 11:50 am.

Upcoming Meetings:

- The next Regular Meeting is scheduled for February 21, 2018 in the Bay Bluffs Conference room at 10 a.m.

2/21/18
Date

2/21/18
Date

Marie Wayman
Marie Wayman, Board Chair

Kristen Smith
Kristen Smith, Recording Secretary

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