



Bay Bluffs – ECMCF

Emmet County Department of Health & Human Services Board
Board Meeting Minutes
March 27, 2020

Liz Horrom, Board Chair, called the meeting to order at 1p.m. via conference call.

Board Members Present:	Gayle Mroczkowski (via phone) Liz Horrom (via phone) Carol Hansen (via phone)
Board Members Absent:	None
Staff Present:	None
Others Present:	Robert Engel, Civil Counsel (via phone) Charlie MacInnis, Emmet County Commissioner (via phone)
Staff Absent:	Michael Greer, Chief Financial Officer Lisa Ashley, Administrator Kristen Smith, Executive Assistant
Guests Present:	None

Consent Agenda: Ms. Mroczkowski motioned to approve the consent agenda. Ms. Hansen supported the motion. Voice votes taken; motion carried by consensus.

Chief Financial Officer's Report

- **Financial Dashboard**
 - **February 2020 Cash Report:** The cash report for the month ending February 29, 2020 was distributed in the packets.
 - **January 2020 Financial Report:** The financial report for the month ending January 31, 2020 was included in packets as well. **Ms. Hansen motioned to approve the financial report. Ms. Mroczkowski supported. Voice vote taken; motion carried by consensus.**
 - **Payables:** The payables presented were approved for the period ending March 27, 2020 in the amount of \$689,692.45. **Ms. Hansen motioned to approve the payables as**

presented. Ms. Mroczkowski supported; no further discussion. Roll call vote: Ms. Mroczkowski (YES), Ms. Horrom (YES), Ms. Hansen (YES). Motion carries.

- **Contracts:** None
- **Capital Expenditures:** None
- **Administrator's Report:** Tabled

New Business:

- Charlie MacInness discussed option of conference call with live feed at the courthouse for our April board meeting. He will get back to Lisa with any County instructions.
- **Staff Support Fund** Carol offered a discussion on how might we support the staff at Bay Bluffs during this time of the Pandemic. It was suggested that a donation to the Bay Bluffs staff Support Fund could help those who the team deemed needed the funds the most. All agreed this was the best option. Thank you cards were also suggested as an option to offer encouragement and a thank you.
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Old Business:

- **Tabled**

Public Comment: None

Recap & Summary: None

Adjournment: Regular Meeting adjourned at 1:43 p.m.

Upcoming Meetings:

- The next Regular Meeting is scheduled for April 23, 2020 in the Bay Bluffs Conference Room at 10 a.m.

Date

Liz Horrom, Chairperson

Date

, Recording Secretary