

Dept. of Health & Human Services Board  
Kim Bejcek, Acting Chair  
Renee Courier Aumock, Board Member  
Fran DeWyse, Board Member



**BAY COUNTY  
MEDICAL  
CARE FACILITY**

Maureen MacKenzie  
Administrator

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## **DEPARTMENT OF HEALTH & HUMAN SERVICES BOARD MEETING**

**Date:** August 31, 2022  
**Time:** 3:30 pm  
**Place:** Bay County Medical Care Facility Board Room

**Participants:** Kim Bejcek, Acting Chair  
Renee Courier Aumock, Board Member  
Fran DeWyse, Board Member  
Maureen MacKenzie, LNHA  
Jodi Kelly, DON  
Michael Regulski, Financial Advisor  
Jaqueline McCarthy, Finance Director  
Michele Peruski, Board Scribe

**Guests:** To be introduced, if present

- I. Call meeting to order**
- II. Roll Call**
  - a. In attendance**
- III. Approval of Agenda**
  - a. Additions**
  - b. Corrections**
- IV. Approval of Minutes**
  - a. Regular Meeting of July 27, 2022**
- V. Public Comment**
- VI. Construction Update- M. Regulski**
- VII. New Business**
  - a. Department Presentation- Case Management**
  - b. Facility Contract**
- VIII. Administrator Report**
  - a. Patient Opinion Survey**
  - b. Census**
  - c. Worker's Compensation**
  - d. DON Update**

- IX. Financial Director Report**
  - a. Financial Report, July 2022**
  - b. Accounts Payable Summary**
  - c. Payer A/R Aging**
  - d. Deposit Distribution**
  - e. Problematic Accounts**
  - f. Budget Report**
    - i. Budget Amendments**
      - E-41 Business Office**
      - E-42 Rehab Ancillaries**
  - g. Under \$25,000 Budget Amendments**
  - h. 2021/2022 Summaries**
  
- X. Maintenance Report**
  
- XI. Policy Approval**
  - a. Administrative**
    - i. Compensatory Time Off**
    - ii. Discriminatory and Sexual Harassment**
    - iii. Guest Meal Trays**
    - iv. Personal TV's and Electrical Equipment**
    - v. Volunteer Program**
  
  - b. Emergency Preparedness**
    - i. Emergency Water Supply**
  
  - c. Nursing**
    - i. Administration of Injections**
    - ii. Admission Orders**
    - iii. Assist Bar**
    - iv. Bowel and Bladder Program**
    - v. Communicable and Contagious Disease**
    - vi. Medical Records Abbreviations and Symbols**
    - vii. Nasal Spray Administration**
    - viii. Ostomy Appliance Application**
    - ix. Reheating Food in a Microwave**
    - x. Respiratory Hygiene and Cough Etiquette**
    - xi. Safely Handling Hot Liquids**
    - xii. Shingrix Vaccine**
    - xiii. Trauma Informed Care**
    - xiv. Urinary Catheterization**
    - xv. Urine Cultures/Aspiration of Urine from Catheter**
    - xvi. Wound Care Guidelines**
  
- XII. Closed Session: Motion to go into closed session pursuant to MCL 15.268(c) to consider material exempt from discussion or disclosure by state or federal statute.**
  
- XIII. Unfinished Business**
  
- XIV. Miscellaneous Business**

**XV. Adjournment**

**NEXT BOARD MEETING: September 28, 2022 @ 3:30 p.m.**