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BAY COUNTY MEDICAL CARE FACILITY
BOARD MEETING
DATE: Wednesday June 22, 2022
TIME: 8:30 a.m.

K. Bejcek called the Board Meeting to order at 8:29 a.m.

ROLL CALL:

K. Bejcek; present, R. Courier Aumock; present

PRESENT:

M. MacKenzie, J. Kelly, J. McCarthy, M. Peruski, S. Hackenburg, M. Regulski present electronically

PUBLIC PRESENT:

D. Deeter

AGENDA

ACTION AND PLAN

<u>REHMANN ROBSON PRESENTATION:</u>	<p>D. Deeter presented the 2021 fiscal year ending December 31, 2021 Audit to the Board.</p> <p>K. Bejcek motioned to receive Rehmann Robson Presentation, R. Courier Aumock seconded the motion.</p> <p>All in Favor; motion carried.</p>
<u>CONSTRUCTION UPDATE:</u>	<p>M. Regulski informed the board of the status on the facility's on-hold construction project. A meeting was held on June 15, 2022. M. Regulski shared the necessity to be conscious of lead time for supplies prior to the start-up date of construction, to deter any halts or standstills in progress due to supply shortages and/or time it takes to receive necessary materials. Anticipate another meeting in the next month or two and invite Brian Rokosz and Goudreau and Associates to an upcoming board meeting to review plans.</p> <p>R. Courier Aumock motioned to receive Construction Update, K. Bejcek seconded the motion.</p> <p>All in Favor; motion carried.</p>
<u>NEW BUSINESS:</u>	

<p>a. Department Presentation-Assessments</p>	<p>Assessments presentation deferred to next month board meeting per J. Kelly.</p>
<p><u>PUBLIC COMMENT:</u></p>	<p>None.</p>
<p><u>APPROVAL OF AGENDA:</u></p> <p>a. Additions: b. Corrections:</p>	<p>R. Courier Aumock motioned to approve the agenda, K. Bejcek seconded the motion.</p> <p>All in Favor; motion carried.</p>
<p><u>APPROVAL OF MINUTES:</u></p> <p>a. Approval of Minutes from May 31, 2022 b. Approval of Closed Minutes from May 31, 2022</p>	<p>K. Bejcek motioned to approve May 31, 2022 Minutes and May 31, 2022 Closed Minutes and R. Courier Aumock seconded the motion.</p> <p>All in Favor; motion carried.</p>
<p><u>ADMINISTRATOR REPORT:</u></p> <p>a. Patient Opinion Survey</p> <p>b. Census</p> <p>c. Worker's Compensation</p> <p>d. D.O.N. Update</p>	<p>M. MacKenzie informed the board that several satisfactory surveys were returned and received phone calls that had good resolve in the month of May '22.</p> <p>Average census for May, 2022 was 107/78.7%. In the month of May, 2022, there were 14 admissions, 13 discharges and two expirations. As of today, there are five admissions, six discharges and two expirations with a census of 97/76%. Facility goal is 109/85%.</p> <p>M. MacKenzie requested to discuss item c. Worker's Compensation in Closed Session.</p> <p>J. Kelly informed the board that there was a change in the covid vaccination definition of "up-to-date". Creating changes to admission protocols.</p> <p>CNA Week is underway at the facility this week. CNA's, as well as, restorative and activity aids are acknowledged for their hard work and dedication to our residents. Daily giveaways, prizes, lunches and snacks are provided for all.</p> <p>M. MacKenzie announced the facility's employee retention credit application was approved. She requested to use a portion of the credit for a \$1000 bonus to all facility employees. Board members encouraged a portion of the credit to be used for a marketing campaign to highlight the facility.</p>

	<p>K Bejcek motioned to approve a \$1000 bonus to all employees who are employed on July 1st and to add \$10,000 to the 2022 marketing budget and \$25,000 to the 2023 marketing budget, R. Courier Aumock seconded the motion.</p> <p>All in Favor; motion carried.</p> <p>K. Bejcek motioned to receive the Administrator Report a.-d., R. Courier seconded the motion.</p> <p>All in Favor; motion carried.</p>
<p><u>FINANCIAL DIRECTOR REPORT:</u></p> <ul style="list-style-type: none"> a. Financial Report and Cash Flow <ul style="list-style-type: none"> i. December, 2021 ii. May, 2022 b. Accounts Payable Summary c. Payer A/R Aging d. Problematic Accounts 	<p>J. McCarthy updated the board with May '22 financials. Plante Moran completed the facility's employee retention credit and was approved.</p> <p>The facility's annual 2021 financial audit was completed and finalized with Rehmann Robson.</p> <p>There are no budget amendments for the month of May '22. We are in the process of working with all department heads on their current departmental budgets and projected '23 budgets that will be done in August '22.</p> <p>R. Courier Aumock motioned to receive the Financial Report a. i., ii., c., d. and approve b. for payment, K. Bejcek seconded the motion.</p> <p>All in Favor; motion carried.</p>
<p><u>MAINTENANCE DEPARTMENT:</u></p>	<p>None.</p>
<p><u>POLICY APPROVALS:</u></p> <ul style="list-style-type: none"> a. Administrative <ul style="list-style-type: none"> i. Administrator ii. Bed Hold Notice Upon Transfer iii. Employee Transitional Return-to-work Program iv. Governing Body v. Wireless Communication Devices b. Nursing <ul style="list-style-type: none"> i. Advanced Directives ii. Bladder Scan 	<p>K. Bejcek motioned to approve Administrative Policies #1.-#5. R. Courier seconded the motion.</p> <p>All in Favor; Motion carried.</p> <p>R. Courier Aumock motioned to approve Nursing Policies #1.-#9., K. Bejcek seconded the motion.</p> <p>All in Favor; Motion carried.</p> <p>At 10:15 a.m., R. Courier Aumock motioned to go into Closed Session, K. Bejcek seconded the motion.</p> <p>All in Favor; motion carried.</p>

<ul style="list-style-type: none"> iii. Clean Dressing Technique iv. Culture Wound Skin Infections v. Gait Belt Procedure vi. Lift Seat Integrity vii. Negative Pressure Wound Therapy viii. Sterile Dressing Change ix. Tuberculosis 	
<p><u>CLOSED SESSION:</u></p>	<p>Roll Call: K. Bejcek, R. Courier Aumock aye, M. MacKenzie, aye</p> <p>Returned to regular session at 10:35 a.m.</p> <p>K. Bejcek motioned to receive information provided by Administrator in Closed Session, R. Courier Aumock seconded the motion.</p> <p>All in Favor; motion carried.</p>
<p><u>UNFINISHED BUSINESS:</u></p>	<p>None.</p>
<p><u>MISCELLANEOUS BUSINESS:</u></p>	<p>None.</p>
<p><u>ADJOURNMENT:</u></p>	<p>With no unfinished or miscellaneous business, R. Courier Aumock motioned for adjournment, K. Bejcek seconded the motion.</p> <p>All in favor; meeting adjourned at 10:36 a.m.</p>

NEXT BOARD: July 27, 2022 at 8:30 a.m.

Respectfully submitted,

Kim Bejcek

Dept. of Health & Human Services Board

KB/mnw