



Dept. of Health & Human Services Board  
Frances DeWyse, Chair  
Renee Courier Aumock, Vice Chair  
Bryan Benchley, Board Member

Maureen MacKenzie  
Administrator

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

**Date:** December 21, 2022  
**Time:** 3:30 pm  
**Place:** Bay County Medical Care Facility Board Room

**Participants:** Frances DeWyse, Chair  
Renee Courier Aumock, Vice Chair  
Bryan Benchley, Board Member  
Maureen MacKenzie, LNHA  
Kyle Weidman, LNHA  
Jodi Kelly, DON  
Michael Regulski, Financial Advisor  
Jaqueline McCarthy, Finance Director  
Julia Madigan, Corporate Compliance  
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 Minutes of November 30, 2022**
  - b. Closed Minutes of November 30, 2022**
- V. Public Comment**
- VI. New Business**
  - a. Department Presentation-Infection Control**
  - b. VEBA Trust Agreement Amendment**
- VII. Construction Update**
- VIII. Administrator Report**
  - a. Patient Opinion Survey**
  - b. Census**

- c. **Worker's Compensation**
  - d. **DON Update**
- IX. Financial Director Report**
- a. **Financial Report, November, 2022**
  - b. **Accounts Payable Summary**
  - c. **Payer A/R Aging**
  - d. **Deposit Distribution**
  - e. **Problematic Accounts**
  - f. **Budget 2022**
    - i. **E-66 Contagious Disease Covid-605**
    - ii. **E-67 Nursing-613**
  - g. **Budget Amendments under \$25,000**
  - h. **Budget Summary 2021-2022**
- X. Maintenance Report**
- XI. Policy Approval**
- a. **Administrative**
    - i. **BCMCF Hipaa Security and Privacy**
    - ii. **Identity Theft**
    - iii. **Wireless Communication Devices**
  - b. **Nursing**
    - i. **Adverse Drug Event**
    - ii. **Antibiotic Stewardship**
    - iii. **Anti-Psychotic Medication Use**
    - iv. **Blood Glucose Monitoring**
    - v. **Bowel and Bladder Retaining Program**
    - vi. **Care of C-PAP and BI-PAP Equipment**
    - vii. **Consent to Photograph Resident**
    - viii. **Continuous Bladder Irrigation**
    - ix. **Documentation of I.V. Therapy**
    - x. **Ear Irrigation**
    - xi. **Hyperglycemia**
    - xii. **Hypoglycemia**
    - xiii. **Influenza Vaccine**
    - xiv. **Inpatient Psychiatric Admission Procedure**
    - xv. **Lice**
    - xvi. **Nursing Staff Report**
    - xvii. **Ordering of Missed Medications**
    - xviii. **Outdoor Safety Assessment and Procedure**
    - xix. **Oxygen Administration**
    - xx. **Pain Assessment and Management Protocol**
    - xxi. **Physician Visits and Physician Delegation**
    - xxii. **Podiatry**
    - xxiii. **Pulse Oximetry**
    - xxiv. **Receipt of Property and Release of Body to Funeral Director**
    - xxv. **Reporting and Monitoring of Incidents**
    - xxvi. **Restraint**
    - xxvii. **Standard Lab Work Protocol**
    - xxviii. **Tracheostomy Suctioning**

- xxix. **Transfer and Discharge**
- xxx. **Urinalysis Orders**
- xxxi. **Vital Sign**

**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**

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**NEXT BOARD MEETING: January 25, 2023**