

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



BAY COUNTY
MEDICAL
CARE FACILITY

Kyle Weidman
Administrator

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BAY COUNTY MEDICAL CARE FACILITY
BOARD MEETING

DATE: Wednesday, January 25, 2023

TIME: 2:00 p.m.

F. DeWyse called the Board Meeting to order at 2:00 p.m.

ROLL CALL:

F. DeWyse, R. Courier Aumock, B. Benchley; present

PRESENT:

K. Weidman, J. McCarthy, J. Madigan, A. Gangler, J. DeWyse, M. Peruski; present

PUBLIC PRESENT:

AGENDA

ACTION AND PLAN

APPROVAL OF AGENDA:

- a. Additions:
- b. Corrections:

K. Weidman requested to add ISD Co-op discussion to the start of the agenda and Closed Session. F. DeWyse motioned to approve the agenda with those additions. R. Courier Aumock seconded the motion.

All in Favor; motion carried.

K. Weidman and R Courier Aumock discussed incorporating ISD students to different departments of the facility. Career-focused students would have a first-hand experience in knowing if it is a field they're interested in and would offer additional help to departments. J. Kelly voiced concern with the facility's vaccination policy. R. Courier Aumock to send more information.

F. DeWyse motioned to receive the discussion of ISD Co-op students, B. Benchley seconded the motion.

All in Favor; motion carried.

<p><u>APPROVAL OF MINUTES:</u></p> <p>a. Approval of Minutes from December 21, 2022</p>	<p>F. DeWyse motioned to approve minutes from December 21, 2022, B. Benchley seconded the motion.</p> <p>All in Favor; motion carried.</p>
<p><u>PUBLIC COMMENT:</u></p>	<p>None.</p>
<p><u>NEW BUSINESS:</u></p> <p>a. Department Presentation-Assessments</p>	<p>Amy Gangler, Assessment Department's MDS Coordinator informed the board of the department's roles and responsibilities at the facility.</p> <p>F. DeWyse motioned to receive information provided in New Business, B. Benchley 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>K. Weidman informed the board of positive returned surveys in the month of December. After meeting with short-term residents before discharge, many would return to the facility. In attempt find ways of improvement. After discharge, Case Management to start asking for one suggestion for improvement during their follow-up care calls.</p> <p>Average census for December, 2022 was 75.7%. In the month of December there were 17 admits, 12 discharges and three expirations. To date, census for January 2023, is 88% with 10 admits, 13 discharges and two expirations.</p> <p>K. Weidman deferred worker's compensation discussion to Closed Session.</p> <p>J. Kelly informed the board of Covid positives in 2022. There were 32 residents and 158 staff tested positives from 1/1/2022-12/31/2022.</p> <p>A scheduled proactive survey is being done 1/26/2023 to review the facility's Falls and Wound Program. This is a non-punitive, mock survey to help identify any areas of improvement for the anticipated annual survey.</p> <p>In preparation for the upcoming restart of construction, necessary room moves are being done and completed by February 1st.</p>

In the month of January, the facility hired one LPN and seven CNA's and terminated one LPN and two CNA's. One RN has retired but staying on per diem.

J. Kelly supplied handouts for the board and discussed QAPI goals. Meetings are held monthly and quarterly to establish and maintain improvement of quality care and services throughout the facility.

F. DeWyse motioned to receive the Administrator Report a., b., c., and DON Report, d., R. Courier Aumock seconded the motion.

All in Favor; motion carried.

FINANCIAL DIRECTOR REPORT:

- a. Construction Project Update
- b. Financial Report, December, 2022
- c. Accounts Payable Summary
- d. Payer A/R Aging
- e. Deposit Distribution
- f. Problematic Accounts
- g. 4th Quarter Donations
- h. Budget 2023
 - i. E-5 Social Services
 - ii. E-8 Business Office
 - iii. E-9 Covid Department
 - iv. E-10 Post Employment
- i. Budget Amendments under \$25,000
- j. Budget Summary 2022-2023

J. McCarthy updated the board with the upcoming start of construction. Resuming April 1st, there will be more information from biweekly meetings to relay. She anticipates an easy transition however lead times on equipment are expected to be longer. The Medicaid Audit for 2021 has begun and is in process.

J. McCarthy informed the board of December '22 financials. The facility received three months (Jan.-Mar. 2023) QAS and QMI Medicaid supplements, DHHS did this to help with all MCF cash flows. December had an excess of \$117k after deposits and expenditures. \$5.86M in cash and County with investments at month end with an increase of \$275k from last month. Current liabilities are down due to a decrease in worker's compensation liability and due to State. Net position for Capital higher due to OPEB post retirement expense change. AR is at 7.21% over 90 days old and 0.028% of bad debt AR. Covid expense and loss revenue from March '20 to December '22 is estimated \$18.7M.

Four amendments were presented for board approval for various departments. All proposed amendments decreased the budget deficit a net negative change of \$130K.

F. DeWyse motioned to receive the Financial Report a., c., d., e. and g. and approve b. Accounts Payable Summary, 2022 Budget Amendments h. #1-#4, B. Benchley seconded the motion.

All in Favor; motion carried.

MAINTENANCE DEPARTMENT:

R. Courier Aumock motioned to receive the Maintenance Department Report, B. Benchley seconded the motion.

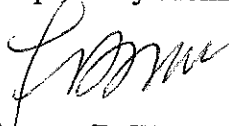
All in Favor; Motion carried.

POLICY APPROVALS:

<p>a. Activities</p> <ul style="list-style-type: none"> i. Activities Calendar ii. Alcohol iii. Pet Visits <p>b. Administrative</p> <ul style="list-style-type: none"> i. CCEO ii. HIPPA S&P iii. Resident Trust Fund <p>c. Nursing</p> <ul style="list-style-type: none"> i. Acute Change of Condition ii. Directives for Skin/Wound Assessment and Documentation iii. INR Orders 	<p>R. Courier Aumock motioned to approve Activity Policies #1.- #3., Administrative Policies #1. -#3. and Nursing Policies #1.-#3. F. DeWyse seconded the motion.</p> <p>All in Favor; Motion carried.</p> <p>At 3:05 p.m. F. DeWyse motioned to go into Closed Session, B. Benchley seconded the motion.</p> <p>All in Favor; motion carried.</p>
<p><u>CLOSED SESSION:</u></p>	<p>Roll Call: F. DeWyse; aye, R. Courier Aumock; aye, B. Benchley; aye, K. Weidman; aye.</p> <p>Returned to Regular Session at 3:10 p.m.</p> <p>F. DeWyse motioned to receive Administrator's information 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 further business, F. DeWyse motioned for adjournment, R. Courier Aumock seconded the motion.</p> <p>All in favor; meeting adjourned at 3:20 p.m.</p>

NEXT BOARD: February, 22 2023 at 2:00 p.m.

Respectfully submitted,



Frances DeWyse
Dept. of Health & Human Services Board