



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

Kyle Weidman
Administrator

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DEPARTMENT OF HEALTH & HUMAN SERVICES BOARD MEETING

Date: April 26, 2023
Time: 2:00 pm
Place: Bay County Medical Care Facility Board Room

Participants: Frances DeWyse, Chair
Renee Courier Aumock, Vice Chair
Bryan Benchley, Board Member
Kyle Weidman, LNHA
Jodi Kelly, DON
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 March 30, 2023
 - b. Closed Minutes of March 30, 2023
- V. Public Comment
- VI. New Business
- VII. Administrator Report
 - a. Patient Opinion Survey
 - b. Census
 - c. Worker's Compensation
 - d. Strategic Planning
 - e. DON Update
- VIII. Financial Director Report
 - a. Construction Project Update

- b. **Financial Report**
 - i. **December, 2022**
 - ii. **March, 2023**
- c. **Accounts Payable Summary**
- d. **Payer A/R Aging**
- e. **Deposit Distribution**
- f. **Problematic Accounts**
- g. **1st Quarter Donations**
- h. **Budget Amendments**
 - i. **R-6 Rehab Therapy Ancillaries**
 - ii. **R-8 Business Office/ Finance**
 - iii. **R-9 Nursing**
 - iv. **E-12 Building and Grounds**
 - v. **E-15 Restorative**
 - vi. **E-16 Activities**
 - vii. **E-17 Assessments**
 - viii. **E-19 Laundry**
 - ix. **E-23 Administrator**
 - x. **E-25 Rehab Therapy Ancillaries**
 - xi. **E-26 Retirees**
 - xii. **E-28 Dietary**
 - xiii. **E-29 Business Office**
 - xiv. **E-30 Nursing Admin/ Case Management**
 - xv. **E-31 Nursing**
 - xvi. **E-32 Nursing Ancillaries**
 - xvii. **E-33 Post Employment**
- i. **Under \$25,000 Budget Amendments**
- j. **2022/2023 Budget Summaries**

IX. Maintenance Report

X. Policy Approval

- a. **Administrative**
 - i. **Annual Operating Budget**
 - ii. **Code of Conduct and Ethics**
 - iii. **Discriminatory and Sexual Harassment**
 - iv. **End of Month Medicare Triple Check**
 - v. **Facility Issued Credit Card**
 - vi. **Internet Use**
 - vii. **Purchasing**
 - viii. **S&A**
 - ix. **Travel Policy and Regulations**
 - x. **Workers Compensation**
- b. **Emergency Preparedness**
 - i. **Fire Safety**
- c. **Nursing**
 - i. **Aid to Choking Victim: Conscious or Unconscious**
 - ii. **Blood Glucose Monitoring**
 - iii. **Clinical Nutrition Services**
 - iv. **Infection Outbreak Response and Investigation**
 - v. **Maintenance of Oxygen Equipment**

- vi. Psychotropic Medication Use
- vii. Resident Falls
- viii. Suprapubic Catheter Insertion and Removal
- ix. Safety Wheelchair Transportation
- x. Use of Assistive Devices

XI. Go into closed session pursuant to MCL 15.268(c) to consider material exempt from discussion or disclosure by state or federal statute.

XII. Unfinished Business

XIII. Miscellaneous Business

XIV. Adjournment

NEXT BOARD MEETING: May 24, 2023 at 2 p.m.