

Dept. of Health & Human Services Board
Renee Courier Aumock
Bryan Benchley



Kyle Weidman
Administrator

564 W. Hampton Rd.
Essexville, Michigan 48732
(989) 892-3591 * Fax (989) 892-6991
Web Site: www.BayCountyMCF.com

BAY COUNTY MEDICAL CARE FACILITY
BOARD MEETING
DATE: Wednesday May 24, 2023
TIME: 2:00 p.m.

R. Courier Aumock called the Board Meeting to order at 2:00 p.m.

ROLL CALL:

R. Courier Aumock, B. Benchley; present

PRESENT:

K. Weidman, J. McCarthy, J. Madigan, M. Peruski; present, J. Kelly; not present

PUBLIC PRESENT:

AGENDA

ACTION AND PLAN

<u>AGENDA</u>	<u>ACTION AND PLAN</u>
<u>APPROVAL OF AGENDA:</u> a. Additions: b. Corrections:	K Weidman requested to add Closed Session. B. Benchley motioned to approve the agenda with that addition. R. Courier Aumock seconded the motion. All in Favor; motion carried.
<u>APPROVAL OF MINUTES:</u> a. Approval of Minutes from April 26, 2023	R. Courier Aumock motioned to approve April 26, 2023 minutes, B. Benchley seconded the motion. All in Favor; motion carried.
<u>PUBLIC COMMENT:</u>	None.
<u>NEW BUSINESS:</u>	None.
<u>ADMINISTRATOR REPORT:</u> a. Patient Opinion Survey	K. Weidman informed the board of the satisfactory feedback received in the month of April. Returned surveys mentioned aides and were recognized for providing excellent care and therapy. One stated they would come back if needed.

<p>b. Census</p> <p>b. Worker's Compensation</p> <p>c. D.O.N. Update</p>	<p>Preferences were also listed and were brought to both the D.O.N. and A.D.O.N.'s attention and addressed.</p> <p>Average census for April, 2023 was 69.8%. In the month of April there were 11 admits, nine discharges and three expirations. As of today, May 24, 2023, there has been 12 admits, five discharges and two expirations with a census of 71.5%/88.</p> <p>K. Weidman stated there were no updates on worker's compensation. Awaiting control dates 6/13 and 6/21.</p> <p>K. Weidman provided the D.O.N. update in J. Kelly's absence. Nursing staff has improved in the last month. 11 nurses were hired. Applications continue to be received. J. Kelly and H.R. Director, K. Gonzales visited Dorsey College in Saginaw and told them about our facility in turn leading them to start doing their clinical work at the facility. They both plan to continue to present at more local colleges in the future.</p> <p>The amount of C.N.A. new hires have increased, as well. Increased staff at the facility allows for a higher census in the future.</p> <p>Covid restrictions have lifted significantly after the May 11, 2023 date, known as the end of the pandemic.</p> <p>R. Courier Aumock motioned to receive the Administrator Report a., b., c. and D.O.N. Report, d., B. Benchley seconded the motion.</p> <p>All in Favor; motion carried.</p>
<p><u>FINANCIAL DIRECTOR REPORT:</u></p> <p>a. Construction Project Update</p> <p>b. Financial Report</p> <p> i. December, 2022</p> <p> ii. April, 2023</p> <p>c. Accounts Payable Summary</p> <p>d. Payer A/R Aging</p> <p>e. Deposit Distribution</p> <p>f. Problematic Accounts</p>	<p>J. McCarthy stated no update on the construction project. Next meeting is in June, 2023.</p> <p>Departmental budget reviews are underway. Any necessary adjustments will be brought to the July board meeting.</p> <p>Several efforts have been made marketing the facility. Bay Metro bus wrap, facility vehicle wraps, rack cards, Summer Wednesday concerts and presenting at the June Chamber meeting.</p> <p>Current ratio is 20.78, was 9.08 on 4/22. Accounts receivable is at 6.9% over 90 days old and .002% of bad debt/AR.</p> <p>B. Benchley motioned to receive the Financial Report a., b., d., e., f. and approve c. Accounts Payable Summary, B. Benchley seconded the motion.</p> <p>All in Favor; motion carried.</p>

MAINTENANCE DEPARTMENT:

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

All in Favor; Motion carried.

POLICY APPROVALS:

a. Administrative

- i. Abuse, Neglect and Exploitation
- ii. Accounts Payable Prior Authorization
- iii. Administrative Policies- Governing Body
- iv. Constitution and By- Laws
- v. Contract Review
- vi. Dress Code
- vii. Gift-Donation Policy
- viii. Gifts and Gratuities
- ix. Institutional Planning
- x. Maintaining Professional Contracts
- xi. New Hire Background and Reference Checking
- xii. Non- Discrimination

R. Courier Aumock motioned to approve Administrative Policies #1.- #12, Emergency Preparedness Policies #1.-#3. and Nursing Policies #1.-#11. B. Benchley seconded the motion.

All in Favor; Motion carried.

At 2:36 p.m. R. Courier Aumock motioned to go into closed session, B. Benchley seconded the motion.

All in Favor; motion carried

b. Emergency Preparedness

- i. Non- Functioning Fire Alarm and Sprinkler System
- ii. Requesting an 1135 Waiver
- iii. Severe Weather Policy

c. Nursing

- i. Behavior Wellness Committee
- ii. Bladder Scan Policy
- iii. Care For A CPAP/BiPAP
- iv. Clean Dressing Policy
- v. Cytotoxic Medication Policy
- vi. Generalized Infection Prevention and Control Policy
- vii. Lift Seat Integrity Policy
- viii. Nebulizer Aerosol Treatment Policy
- ix. Pneumonia Vaccine Policy
- x. Psychotropic Medication and Gradual Dose Reductions
- xi. Sterile Dressing Policy

<u>CLOSED SESSION:</u>	<p>Roll Call: R. Courier Aumock; aye, B. Benchley; aye, K. Weidman; aye.</p> <p>Returned to Regular Session at 3:00 p.m.</p> <p>B. Benchley motioned to approve Administrator's request in closed session, R. Courier Aumock seconded the motion.</p> <p>All in Favor; motion carried.</p>
<u>UNFINISHED BUSINESS:</u>	None.
<u>MISCELLANEOUS BUSINESS:</u>	None.
<u>ADJOURNMENT:</u>	<p>With no further business, R. Courier Aumock motioned for adjournment, B. Benchley seconded the motion.</p> <p>All in favor; meeting adjourned at 3:01 p.m.</p>

NEXT BOARD: June 28, 2023 at 2:00 p.m.

Respectfully submitted,



Renee Courier Aumock
 Dept. of Health & Human Services Board

fd/mnw