



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

Kyle Weidman
Administrator

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DEPARTMENT OF HEALTH & HUMAN SERVICES BOARD MEETING

Date: August 23, 2023
Time: 2:00 pm
Place: Bay County Medical Care Facility Board Room

Participants: Renee Courier Aumock
Bryan Benchley
Jill Schmidt
Kyle Weidman, LNHA
Sarah Griffor, 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 July 26, 2023**
 - b. Closed Minutes of July 26, 2023**
- V. Public Comment**
- VI. New Business**
- VII. Administrator Report**
 - a. Patient Opinion Survey**
 - b. Census**
 - c. Worker's Compensation**
 - d. DON Update**
- VIII. Financial Director Report**
 - a. Construction Project Update**
 - b. Financial Report**
 - i. July, 2023**
 - c. Accounts Payable Summary**
 - d. Payer A/R Aging**

- e. **Deposit Distribution**
 - f. **Problematic Accounts**
- IX. Maintenance Report**
- X. Policy Approval**
- a. **Administrative**
 - i. **Administrator**
 - ii. **BCMCF Volunteer Program**
 - iii. **Compensatory Time Off**
 - iv. **Corporate Compliance & Ethics Program**
 - v. **Guest Meal Trays for Families**
 - vi. **HIPPA Security & Privacy**
 - vii. **Maintenance Testing & Training**
 - viii. **Personal TV's and Electrical Equipment**
 - b. **Disaster Planning**
 - i. **Emergency Communication**
 - ii. **Emergency Mode Operation**
 - iii. **Incident Command System**
 - c. **Nursing**
 - i. **Advance Directives**
 - ii. **Assist Bars**
 - iii. **Behavior Wellness Committee**
 - iv. **Communicable and Contagious Diseases**
 - v. **Continuous Glucose Monitors**
 - vi. **Culturing Wounds and Skin Infections**
 - vii. **Diet Order**
 - viii. **Lift Sling Integrity**
 - ix. **Medical Records Abbreviations & Symbols**
 - x. **Nasal Spray Administration**
 - xi. **Reheating Food in Microwave**
 - xii. **Release of Responsibility for Resident on Leave of Absence**
 - xiii. **Resident Admission Orders**
 - xiv. **Safely Handling Hot Liquids**
 - xv. **Shingrix Vaccine**
 - xvi. **Standard Lab Work Protocol**
 - xvii. **Trauma Informed Care**
 - xviii. **Use of Psychotropic Drugs and Gradual Dose Reductions**
- 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: September 27th, 2023 at 2 p.m.