

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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BAY COUNTY MEDICAL CARE FACILITY
BOARD MEETING
DATE: Wednesday September 27, 2023
TIME: 3:00 p.m.

R. Courier Aumock called the Board Meeting to order at 3:01 p.m.

ROLL CALL:

B. Benchley; J. Schmidt; present

PRESENT:

K. Weidman, S. Griffor, J. McCarthy, J. Madigan, M. Peruski, S. Hackenberg, F. Aviles

PUBLIC PRESENT: T. Banaszak, G. Phillips

AGENDA

ACTION AND PLAN

<p><u>APPROVAL OF AGENDA:</u></p> <p>a. Additions: b. Corrections:</p>	<p>B. Benchley motioned to approve the agenda, J. Schmidt seconded the motion.</p> <p>All in Favor; motion carried.</p>
<p><u>APPROVAL OF MINUTES:</u></p> <p>a. Approval of Minutes from August 23, 2023 b. Approval of Closed Minutes from August 23, 2023</p>	<p>B. Benchley motioned to approve August 23, 2023 Minutes and August 23, 2023 Closed Minutes, J. Schmidt 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. November and December 2023 Board Dates/Times</p>	<p>November and December '23 Board Meeting dates were discussed. K. Weidman proposed to meet November 22, 2023, at 2pm and December 27, 2023, at 2pm. B. Benchley motioned to approve the upcoming board meeting and times, J. Schmidt seconded the motion.</p> <p>All in Favor; motion carried.</p>

MAINTENANCE DEPARTMENT:

B. Benchley motioned to receive the Maintenance Department Report, J. Schmidt seconded the motion.

All in Favor; motion carried.

POLICY APPROVALS:

a. Activities

b. Administrative

- i. Educational Reimbursement
- ii. Equal Opportunity Employment
- iii. FMLA
- iv. Flexible Spending Account
- v. Hearing and Noise Safety Program
- vi. Nursing Mothers
- vii. Request for Medical Records
- viii. Solicitation/ Distribution
- ix. Telephone Policy for Employees
- x. Union Request for Information

c. Disaster Planning

- i. Emergency Staffing
- ii. Emergency Water Supply
- iii. Fire Watch
- iv. Water Management Program
- v. Workplace Violence

d. Nursing

- i. Administration of Ear Drops
- ii. Administration of Eye Drops or Ointments
- iii. Administration of Transdermal Medication Patch
- iv. Bowel Protocol
- v. Controlled Substance and Narcotic Count
- vi. Covid-19 Vaccine and Reporting
- vii. Interdisciplinary Communication
- viii. MDS 3.0 Completion
- ix. Medication Disposition
- x. Medication Errors
- xi. Metered Dose Inhaler Administration
- xii. Negative Pressure Wound Therapy
- xiii. Oral Hygiene and Dental Care
- xiv. Pressure Ulcer Guidelines and Standards of Care
- xv. Relocation of Residents within the Facility

B. Benchley motioned to approve Activity Policies #1.-#2., Administrative Policies #1.- #10., Disaster Planning Policies #1.-#5. and Nursing Policies #1.-#19., J. Schmidt seconded the motion.

All in Favor; Motion carried.

ADJOURNMENT:

With no further business, B. Benchley motioned for adjournment, J. Schmidt seconded the motion.

All in favor; meeting adjourned at 3:59 p.m.

NEXT BOARD: October 25, 2023 at 2:00 p.m.

Respectfully submitted,



Renee Courier Aumock

Dept. of Health & Human Services Board

rca/ajk