



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:** October 25, 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  
Alecia Kruse, 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 September 27, 2023
  - b. Closed Minutes of September 27, 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. September, 2023
  - c. Accounts Payable Summary
  - d. Payer A/R Aging

- e. **Deposit Distribution**
  - f. **Problematic Accounts**
  - g. **Third Quarter Donation Report**
- IX. Maintenance Report**
- X. Policy Approval**
- a. **Administrative**
    - i. **Behavioral Health Services**
    - ii. **CNA License Renewal**
    - iii. **Facility Vehicle Usage**
    - iv. **I9**
    - v. **Missing Items**
    - vi. **QAPI**
    - vii. **Resident Clothing**
  - b. **Nursing**
    - i. **Administration of Medication**
    - ii. **Activities of Daily Living**
    - iii. **Antibiotic Use**
    - iv. **Blood Born Pathogen Exposure**
    - v. **Drug Diversion**
    - vi. **Food Substitutes**
    - vii. **Gait Belt**
    - viii. **Interdisciplinary Care Conferences**
    - ix. **Standard Precautions**
    - x. **STAT Labs**
    - xi. **Storage and Use of Food From Outside**
    - xii. **Transfers**
    - xiii. **Vaccination Anaphylaxis**
    - xiv. **Weight Monitoring**
- 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: November 30, 2023 at 2:30 p.m.**