



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

Kyle
Administrator

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BAY COUNTY MEDICAL CARE FACILITY
BOARD MEETING
DATE: Wednesday October 25, 2023
TIME: 2:00 p.m.

R. Courier Aumock called the Board Meeting to order at 2:05 p.m.

ROLL CALL:

R. Courier Aumock, B. Benchley; J. Schmidt; present

PRESENT:

K. Weidman, S. Griffor, J. McCarthy, J. Madigan, A. Kruse

PUBLIC PRESENT:

AGENDA

ACTION AND PLAN

<u>AGENDA</u>	<u>ACTION AND PLAN</u>
<u>APPROVAL OF AGENDA:</u> a. Additions: b. Corrections:	R. Courier Aumock motioned to approve the agenda, B. Benchley seconded the motion. All in Favor; motion carried.
<u>APPROVAL OF MINUTES:</u> a. Approval of Minutes from September 27, 2023 b. Approval of Closed Minutes from September 27, 2023	B. Benchley motioned to approve September 27, 2023 Minutes and September 27, 2023 Closed Minutes, J. Schmidt seconded the motion. All in Favor; motion carried.
<u>PUBLIC COMMENT:</u>	None.
<u>NEW BUSINESS:</u> a. Facility Assessment	K. Weidman discussed facility assessment and stated an electronic copy will be sent to the board.
<u>ADMINISTRATOR REPORT:</u>	

<ul style="list-style-type: none"> a. Patient Opinion Survey b. Census c. Worker's Compensation d. D.O.N. Update 	<p>K. Weidman informed the board of the positive response from a prior resident's family thanking staff for the exceptional care given to her.</p> <p>Average census for September, 2023 was 82.07%. In the month of September there were 12 admits, Nine discharges and One expiration. As of today, for the month of October there has been 11 admits, eight discharges and two expirations.</p> <p>K. Weidman informed the board the last case has been closed.</p> <p>S. Griffor informed the board there have 14 employees were hired in September. Of those hired, four CNA's, four LPN's, three RN's, ward clerk and wound Nurse.</p> <p>There have been multiple changes with admin nursing last month/this month.</p> <p>Currently, there were ten COVID positive, three residents and seven positive staff members.</p> <p>R. Courier Aumock motioned to receive the Administrator Report a., b., 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> <ul style="list-style-type: none"> a. Construction Project Update b. Financial Report <ul style="list-style-type: none"> i. September, 2023 c. Accounts Payable Summary d. Payer A/R Aging e. Deposit Distribution f. Problematic Accounts g. Third Quarter Donation Report 	<p>J. McCarthy updated the board on the construction project and the September financial statements.</p> <p>Construction is proceeding as planned and is on schedule. Equipment has been ordered for the dialysis unit.</p> <p>Union Negotiation began this month and we hope to be done by next board meeting November 30, 2023.</p> <p>MCF Workforce Stabilization Grant, we are able to start tracking our expenses towards this grant this month. We will be reimbursed by the MCMCF next month after we invoice them for qualified expenses in early November.</p> <p>Kyle, Susie and Jackie are attending the MCF Fall Financial in Crystal Mountain November 2nd and 3rd.</p> <p>R. Courier Aumock motioned to receive the Financial Report a., b., d., e., f., g. and approve c. Accounts Payable Summary, J. Schmidt seconded the motion.</p>

	All in Favor; motion carried.
<u>MAINTENANCE DEPARTMENT:</u>	R. Courier Aumock motioned to receive the Maintenance Department Report, B. Benchley seconded the motion. All in Favor; motion carried.
<u>POLICY APPROVALS:</u>	
<ul style="list-style-type: none"> a. Activities b. Administrative <ul style="list-style-type: none"> i. Behavioral Health Services ii. CNA License Renewal iii. Facility Vehicle Usage iv. I9 v. Missing Items vi. QAPI vii. Resident Clothing c. Nursing <ul style="list-style-type: none"> 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 Conference ix. Standard Precautions x. STAT Labs xi. Storage and Use of Food From Outside xii. Transfers xiii. Vaccination Anaphylaxis xiv. Weight Monitoring 	B. Benchley motioned to approve Administrative Policies #1.- #7., and Nursing Policies #1.-#14., R. Courier Aumock seconded the motion. All in Favor; Motion carried.
<u>CLOSED SESSION:</u>	None.
<u>UNFINISHED BUSINESS:</u>	None.
<u>MISCELLANEOUS BUSINESS:</u>	None.
<u>ADJOURNMENT:</u>	With no further business, B. Benchley motioned for adjournment, J. Schmidt seconded the motion. All in favor; meeting adjourned at 3:45 p.m.

NEXT BOARD: November 30, 2023 at 2:30 p.m.

Respectfully submitted,



Bryan Benchley

Dept. of Health & Human Services Board

bb/ak