



**BAY COUNTY  
MEDICAL  
CARE FACILITY**

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:** March 27, 2024  
**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 February 28, 2024**
  - b. Closed Minutes of February 28, 2024**
- V. Public Comment**
- VI. New Business**
- VII. Administrator Report**
  - a. Census**
  - b. DON Update**
- VIII. Financial Director Report**
  - a. Construction Project Update**
  - b. Financial Report**
    - i. December, 2023**
    - ii. February, 2024**
  - c. Accounts Payable Summary**
  - d. Payer A/R Aging**
  - e. Deposit Distribution**

**f. Problematic Accounts**

**IX. Maintenance Report**

**X. Policy Approval**

**a. Administrative**

- i. Facility Assessment**
- ii. Labeling Personal Clothing**
- iii. Remote Workstation Use**

**b. Nursing**

- i. Automatic Stop Orders**
- ii. Bed Bug Prevention and Management**
- iii. Catheter Care**
- iv. Catheterization of a Male**
- v. Continuous Bladder Irrigation**
- vi. Enteral Medication Administration**
- vii. Fecal Impaction Removal**
- viii. General Infection Prevention**
- ix. Indwelling Catheter Removal**
- x. Irrigation of Indwelling Catheter**
- xi. Replacing of the Gastrostomy Tube**

**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: April 24, 2024 at 2:00 p.m.**