



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

Kyle Weidman
Administrator

564 W. Hampton Rd.
Essexville, Michigan 48732
(989) 892-3591 * Fax (989) 892-6991
Web Site: www.BayCountyMCF.com

DEPARTMENT OF HEALTH & HUMAN SERVICES BOARD MEETING

Date: April 24, 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 March 27, 2024**
 - b. Closed Minutes of March 27, 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. March, 2024**
 - c. Accounts Payable Summary**
 - d. Payer A/R Aging**
 - e. Deposit Distribution**

- f. Problematic Accounts**
- g. 1st Quarter Donations**
- h. Budget Amendments**
 - i. R-4 Nursing**
 - ii. R-5 Business Office/ Finance**
 - iii. R-7 Rehab Therapy Ancillaries**
 - iv. E-7 Nursing Ancillaries**
 - v. E-8 Rehab Therapy Ancillaries**
 - vi. E-13 Building and Grounds**
 - vii. E-14 Administrator**
 - viii. E-17 Activities**
 - ix. E-18 Business Office/ Finance**
 - x. E-19 Nursing**
 - xi. E-20 Social Services**
 - xii. E-24 Restorative Therapy**
 - xiii. E-25 Dietary**
- i. Under \$25,000 Budget Amendments**
- j. 2023/2024 Budget Summaries**

IX. Maintenance Report

X. Policy Approval

a. Administrative

- i. Annual Operating Budget**
- ii. End of Month Medicare Triple Check**
- iii. Facility Issued Credit Card**
- iv. Purchasing**
- v. Travel and Regulations**

b. Nursing

- i. Aid to a Choking Victim: Conscious or Unconscious**
- ii. Blood Glucose Monitoring**
- iii. Bowel Protocol**
- iv. Clinical Nutrition Services and Procedure**
- v. Controlled Substance & Narcotic Count**
- vi. Infection Outbreak Response and Investigation**
- vii. Maintenance of Oxygen Equipment**
- viii. Psychotropic Medication Use**
- ix. Resident Falls/ Risk of Falls**
- x. Safety Wheelchair Transportation**
- xi. Suprapubic Catheter Insertion and Removal**
- xii. Transmission- Based Precautions**
- xiii. Use of Assistive Devices**
- 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: May 22, 2024 at 2:00 p.m.