



**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

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

BAY COUNTY MEDICAL CARE FACILITY
BOARD MEETING
DATE: Wednesday March 27, 2024
TIME: 2:00 p.m.

R. Courier Aumock called the Board Meeting to order at 2:04 p.m.

ROLL CALL:

B. Benchley; R. Courier Aumock; present

PRESENT:

K. Weidman, J. McCarthy, A. Kruse

PUBLIC PRESENT:

AGENDA

ACTION AND PLAN

| | |
|---|--|
| <p><u>APPROVAL OF AGENDA:</u></p> <p>a. Additions: b. Corrections:</p> | <p>R. Courier Aumock motioned to approve the agenda, B. Benchley seconded the motion.</p> <p>All in Favor; motion carried.</p> |
| <p><u>APPROVAL OF MINUTES:</u></p> <p>a. Approval of Minutes from February 28, 2024 b. Approval of Closed Minutes from February 28, 2024</p> | <p>B. Benchley motioned to approve February 28, 2024 Minutes and February 28, 2024 Closed Minutes, R. Courier Aumock 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>None.</p> |

ADMINISTRATOR REPORT:

a. New Business

K. Weidman informed the board that Dr. Hafford will be retiring. Dr. Aqil will be attending moving forward, in Dr. Hafford's place.

We have been in contact with McLaren Bay Region Case Managers and are looking to re-scheduled a date for our Admissions Department and others to visit on site.

State Surveyors came for their annual visit. They had lots of positive things to say about the morale at our facility. We are currently awaiting the 2567, in regard of what POCs need to be put in place.

b. Census

Average census for February 2024 was 76.16%. In the month of February there were 13 admits, 10 discharges and 4 expirations. As of today, for the month of March there have been 21 admits, 6 discharges and 1 expiration.

c. D.O.N. Update

S. Griffor informed the board there were 7 employees hired in February and 2 terminated/quit.

No jobs posted at this time.

Agency Nurses right now: 2

Currently, COVID positive, 0 residents and 0 staff members. All staff required to wear blue surgical mask on the units at this time, due to flu season.

B. Benchley motioned to receive the Administrator Report a., b., c., d., and D.O.N. Report, e., R. Courier Aumock seconded the motion.

All in Favor; motion carried.

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

J. McCarthy updated the board on the construction project and the preliminary December and February financial statements. Net position is at \$25.1 Million with a YTD net loss of \$2,619K at December 31, 2023. Net position is \$24.4M and YTD net loss is \$744K at February 29, 2024

MGFOA Conference- J. McCarthy attended the spring Michigan Government Finance Officers Assn conference with our Controller on March 8th to get updated on new accounting standards and State financial/budget information.

VEBA trust- It was approved by the County at their last VEBA board meeting and J. McCarthy is working on our first reimbursement; these are allowed quarterly.

| | |
|---|--|
| | <p>Plante Moran Strategic Planning- We have been working on new scheduling and staffing levels for each department.</p> <p>R. Courier Aumock motioned to receive the Financial Report a., b., d., e., f., and approve c. Accounts Payable Summary, B. Benchley seconded the motion.</p> <p>All in Favor; motion carried.</p> |
| <p><u>MAINTENANCE DEPARTMENT:</u></p> | <p>B. Benchley motioned to receive the Maintenance Department Report, R. Courier Aumock seconded the motion.</p> <p>All in Favor; motion carried.</p> |
| <p><u>POLICY APPROVALS:</u></p> <p>a. Administrative</p> <ul style="list-style-type: none"> i. Facility Assessment ii. Labeling Personal Clothing iii. Remote Workstation Use <p>b. Nursing</p> <ul style="list-style-type: none"> 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 | <p>B. Benchley motioned to approve Administrative Policies #1-#3., and Nursing Policies #1.-#11., R. Courier Aumock seconded the motion.</p> <p>All in Favor; Motion carried.</p> |
| <p><u>CLOSED SESSION:</u></p> | <p>B. Benchley motioned to approve the Administrator's request in closed session, R. Courier Aumock seconded the motion.</p> <p>All in Favor; motion carried.</p> |
| <p><u>UNFINISHED BUSINESS:</u></p> | <p>None.</p> |
| <p><u>MISCELLANEOUS BUSINESS:</u></p> | <p>None.</p> |

ADJOURNMENT:

With no further business, B. Benchley motioned for adjournment, R. Courier Aumock seconded the motion.

All in favor; meeting adjourned at 2:40 p.m.

NEXT BOARD: April 24, 2024 at 2:00 p.m.

Respectfully submitted,



Renee Courier Aumock

Dept. of Health & Human Services Board

rca/ajk