



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: May 22, 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 Tipmore, 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 April 24, 2024**
 - b. Closed Minutes of April 24, 2024**
- V. Public Comment**
- VI. New Business**
 - a. Department Presentation- Activities**
- VII. Administrator Report**
 - a. Census**
 - b. Therapy Update**
 - c. DON Update**
- VIII. Financial Director Report**
 - a. Construction Project Update**
 - b. Financial Report**
 - i. December, 2023**
 - ii. April, 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. **Abuse, Neglect and Exploitation**
 - ii. **Acceptable Use of IT Systems and Internet**
 - iii. **Accounts Payable Prior Auth**
 - iv. **Background and Reference Check**
 - v. **Compliance with Reporting Allegations**
 - vi. **Contract Review**
 - vii. **Discriminatory and Sexual Harassment**
 - viii. **Donations**
 - ix. **Dress Code**
 - x. **Gifts and Gratuities**
 - xi. **Governing Body**
 - xii. **Institutional Planning**
 - xiii. **Medical Staff Credentialing**
 - xiv. **Non- Discrimination**
 - xv. **Pay Distribution**
 - xvi. **Personal Furniture**
 - xvii. **Personnel Records**
 - xviii. **Physician/Provider Credentialing**
 - xix. **Professional Education Internship Program**
 - xx. **Reimbursement for CAN Training**
 - xxi. **Reporting of Suspected Crimes Under the Elder Justice Act**
 - xxii. **S&A**
 - xxiii. **Vehicle Safety**
 - xxiv. **Wheelchair Maintenance and Washing**
 - xxv. **Workers Compensation**
 - b. **Disaster planning**
 - i. **1135 Waiver**
 - ii. **Bomb Threat**
 - iii. **Lockdown**
 - iv. **Missing Resident/Elopement**
 - v. **Requestion a 1135 Waiver**
 - vi. **Shelter in Place**
 - vii. **Workplace Violence**
 - c. **Activities**
 - i. **Leisure and Room Visits**
 - ii. **Safety Precautions for Activities**

- d. Nursing
 - i. Bladder Scan
 - ii. Catheterization of Male
 - iii. CPR
 - iv. Cytotoxic Drugs
 - v. Diet Order
 - vi. Nebulizer Treatments
 - vii. Pneumonia Vaccine Program

Go into closed session pursuant to MCL 15.268(c) to consider material exempt from discussion or disclosure by state or federal statute.

XI. Unfinished Business

XII. Miscellaneous Business

XIII. Adjournment

NEXT BOARD MEETING: June 26, 2024 at 2:00 p.m.