



Dept. of Health & Human Services Board
Bryan Benchley, Chair
Jill Schmidt, Vice Chair
Marnie Westphal, Board Member

Kyle Weidman
Administrator

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DEPARTMENT OF HEALTH & HUMAN SERVICES BOARD MEETING

Date: January 28, 2026
Time: 2:00 pm
Place: Bay County Medical Care Facility Board Room

Participants: Jill Schmidt
Bryan Benchley
Marnie Westphal
Kyle Weidman, LNHA, CEO
Sarah Griffor, CNO
Jackie McCarthy, CFO
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 December 23, 2025**
 - b. Closed Minutes of December 23, 2025**
- V. Public Comment**
- VI. Unfinished Business**
 - a. Request to Fund Exterior Painting and Dryer**
- VII. New Business**
 - a. Department Introduction- Corporate Compliance**
 - b. Voting on DHHS Board Positions**
- VIII. Administrator Report**
 - a. Patient Opinion Survey**
 - b. Census**
 - c. Dialysis Update**
 - d. DON Update**
- IX. Financial Director Report**

- a. Cash Flow Update
 - b. Financial Report
 - i. December, 2025
 - c. Accounts Payable Summary
 - d. Problematic Accounts
 - e. Donation Report- 4th Quarter
- X. Marketing Report
- XI. Maintenance Report
- XII. Policy Approval
- a. Activities
 - i. Grievances
 - ii. Resident Council
 - iii. Resident Voting/Absentee Ballots
 - b. Nursing
 - i. Acute Change of Condition
 - ii. Clean Dressing Change
 - iii. Comprehensive Care Plan
 - iv. Controlled Substance & Narcotic Count
 - v. Enhanced Barrier Precautions
 - vi. Irrigation of Indwelling Catheter
 - vii. Processing INR Orders
 - viii. Standing Orders
 - ix. Treatment of Hypoglycemia
 - x. Warfarin Dosing Program
- XIII. Miscellaneous Business
- XIV. Adjournment

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

NEXT BOARD MEETING: February 25, 2026 at 2:00 p.m.