



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: February 25, 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 January 28, 2026
 - b. Closed Minutes of January 28, 2026
- V. Public Comment
- VI. Unfinished Business
- VII. New Business
- VIII. Administrator Report
 - a. Patient Opinion Survey
 - b. Census
 - c. Dialysis Update
 - d. DON Update
- IX. Financial Director Report
 - a. Financial Report
 - i. December, 2025
 - ii. January, 2026

- b. **Accounts Payable Summary**
 - c. **Problematic Accounts**
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- X. **Marketing Report**
 - XI. **Maintenance Report**
 - XII. **Policy Approval**
 - a. **Administrative**
 - i. **Anti- Nepotism**
 - ii. **Business Associate Agreement**
 - iii. **Collections Policy**
 - iv. **Confidentiality Statement**
 - v. **Conflict of Interest**
 - vi. **Dress Code**
 - vii. **False Claims**
 - b. **Nursing**
 - i. **Administration of Transdermal Medication Patch**
 - ii. **Aid to Choking Victim: Conscious or Unconscious**
 - iii. **Call Lights**
 - iv. **Discharge Against Medical Advice**
 - v. **Elopement Assessment**
 - vi. **External Catheter on Male**
 - vii. **Interim Payment Assessment**
 - viii. **Lift- New Policy**
 - ix. **Nursing Staff Report**
 - x. **Nutrition & Fluid Assessment**
 - xi. **Respiratory Hygiene & Cough Etiquette**
 - xii. **Specialized Nutritional Support**
 - xiii. **Standard Lab Work Protocol**
 - xiv. **TB Exposure Control Panel**
 - XIII. **Miscellaneous Business**
 - XIV. **Adjournment**
 - XV. **Closed Session**
 - a. **Administrator Self- Evaluation**

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: March 25, 2026 at 2:00 p.m.