



**BAY COUNTY
MEDICAL
CARE FACILITY**

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

Kyle Weidman
Administrator

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BAY COUNTY MEDICAL CARE FACILITY
BOARD MEETING

DATE: Wednesday, March 25, 2026

TIME: 2:00 p.m.

B. Benchley called the Board Meeting to order at 2:05 p.m.

ROLL CALL:

J. Schmidt, B. Benchley, present M. Westphal

PRESENT:

K. Weidman, S. Griffor, A. Kruse- **Excused**, J. McCarthy

PUBLIC PRESENT:

AGENDA

ACTION AND PLAN

<u>APPROVAL OF AGENDA:</u> a. Additions: b. Corrections:	 None.
<u>APPROVAL OF MINUTES:</u> a. Approval of Minutes from February 25, 2026	 B. Benchley motioned to approve the February 25, 2026, minutes. J. Schmidt seconded the motion. All in Favor; motion carried.
<u>PUBLIC COMMENT:</u>	 None.
<u>NEW BUSINESS:</u> a. IT Systems	 K. Sajdak proposed and presented quotes for an upgraded IT system. B. Benchley motioned to approve NetSource One for the upgrade of the IT system. J. Schmidt seconded the motion.

ADMINISTRATOR REPORT:

a. Reviews and Testimonials

K. Weidman stated that in the month of February, we received several surveys and testimonials. Throughout the reviews, the residents mentioned they appreciated the thorough job the staff did explaining medications, or helping with therapy and re-strengthening. One resident mentioned they felt it was like a vacation not having to cook or clean, and to have entertainment.

We also received high remarks from a local elder law office. They have had good experiences working with the facility and have recommended us to clients when skilled care is needed

b. Census/Dialysis Update

The average census for February 2026 was 96. In the month of February, there were 14 admits, 13 discharges, and 4 expirations. As of today, for the month of March, there have been 12 admits, 3 discharges and 3 expirations.

Dialysis: We've had 6 residents receiving this service for March. We purchased another bariatric chair from the clinic that closed. We have residents that are using both bari chairs we have.

K. Weidman wanted to share handouts from a LTC conference we recently attended. Here are fast facts about the aging population. With some of the discussions at the conference and with consultants, the consensus is to currently leave the beds on 2East as Licensed Nursing Home Beds since the population is aging.

c. DON Update

S. Griffor informed the board that we are in the window to have our Annual State Survey.

S. Griffor stated that we did a desk review for our Plan of Correction.

All units are now open, and staff are still wearing masks at this time.

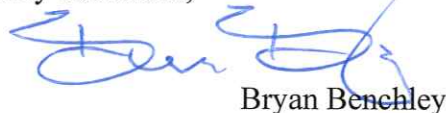
S. Griffor stated that she recently had a review with Trident, and they expressed how great BCMCF is to work with.

	B. Benchley motioned to receive the Administrator Report, a., b., and D.O.N. Report, c., J. Schmidt seconded the motion. All in favor; motion carried.
<u>FINANCIAL DIRECTOR REPORT:</u> a. Financial Report i. December, 2025 ii. February, 2026 b. Account Payable Summary c. Problematic Accounts	J. McCarthy updated the board on the financial statements and cash flow for the month of December: Net position is \$40 Million, and YTD net income is \$4.48M. J. McCarthy shared key financial highlights for the month of February. Net position is \$40.1M and YTD net loss is \$.009M Deposits for February were \$2.041M and Payments were \$1.338M. B. Benchley motioned to receive the Financial Report, a., c., and approved b., Accounts Payable Summary; J. Schmidt seconded the motion. All in favor; motion carried.
<u>MARKETING REPORT:</u>	J. Schmidt motioned to receive the Marketing Report, B. Benchley seconded the motion. All in Favor; Motion carried.
<u>MAINTENANCE REPORT:</u>	B. Benchley motioned to receive the Maintenance Department Report, J. Schmidt seconded the motion. All in Favor; motion carried.
<u>POLICY APPROVALS:</u> a. Administrative i. Capitalization for Capital Assets ii. ESTA iii. Facility Assessment iv. Labeling Personal Clothing v. Notification of Absence vi. Remote Workstation Use vii. Social Media	

b. Nursing i. Automatic Stop Orders ii. Administration of Medication iii. Catheter Care iv. Catheterization of Female v. Continuous Bladder Irrigation vi. Enteral Medication Administration vii. Fecal Impaction Removal viii. General Infection Prevention & Control ix. Indwelling Catheter Removal x. Replacing the Gastrostomy Tube xi. Scabies	B. Benchley motioned to approve, Administrative Policies #1-7 and Nursing Policies #1-11, J. Schmidt seconded the motion. All in Favor; Motion carried.
<u>CLOSED SESSION:</u>	None.
<u>UNFINISHED BUSINESS:</u>	
a. Basement Door Quote Approval	J. Schmidt motioned to approve the purchase of a new basement door from Dover Doors. B. Benchley seconded the motion.
<u>MISCELLANEOUS BUSINESS:</u>	None.
<u>ADJOURNMENT:</u>	With no further business, B. Benchley motioned for adjournment; J. Schmidt seconded the motion. All in favor; meeting adjourned at 2:40 p.m.

NEXT BOARD: April 22, 2026, at 2:00 p.m.

Respectfully submitted,



Bryan Benchley

Dept. of Health & Human Services Board

bb/ak