



**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, April 22, 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- Excused, A. Kruse, 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 March 25, 2026	B. Benchley motioned to approve the March 25, 2026, minutes. J. Schmidt seconded the motion. All in Favor; motion carried.
<u>PUBLIC COMMENT:</u>	None.
<u>NEW BUSINESS:</u>	None.

ADMINISTRATOR REPORT:

a. Reviews and Testimonials

K. Weidman informed the board that in March, we received one review. Overall very positive with high remarks for our therapy, medical care, activities, and meal services. They felt that the quality of our staffing reflected very compassionate staff and gave a specific shoutout to a caregiver who made a significant impact during the stay.

b. Census/Dialysis Update

The average census for March 2026 was 93. In the month of March, there were 14 admits, 10 discharges, and 3 expirations. As of today, for the month of April, there have been 7 admits, 7 discharges, and 3 expirations.

Dialysis: We've had 5 residents receiving this service for April.

K. Weidman stated that S. Griffor and some of the nursing team are working on a plan to start offering Peritoneal Dialysis.

c. DON Update

K. Weidman presented the DON update in S. Griffor absence.

K. Weidman stated that our FRI from December has been Desk Reviewed. We do not currently have anything outstanding with the State and expect to have our Annual visit soon.

K. Weidman stated that we are evaluating E- Prescribing for our Physicians. This could be a streamlined process to help decrease pharmacy callback wait times and increase efficiency.

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.

FINANCIAL DIRECTOR REPORT:

a. Financial Report

i. December, 2025

ii. March, 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 \$39.2 Million, and YTD net income is \$2.26M.

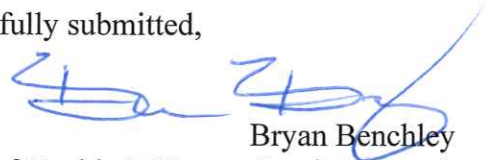
	J. McCarthy shared key financial highlights for the month of March. Net position is \$39M, and YTD net income is \$.793M Deposits for March were \$1.550M, and Payments were \$1.338M. B. Benchley motioned to receive the Financial Report, a., c., and approved b., Accounts Payable Summary; J. Schmidt seconded 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. Abuse, Neglect and Exploitation ii. Acceptable Use of IT Systems and Internet iii. Accounts Payable Prior Authorization iv. Annual Operating Budget v. BCMCF S&A vi. End of Month Medicare Triple Check vii. Facility Issued Credit Card viii. Governing Body ix. Purchasing x. Travel Policy and Regulations xi. Wheelchair Maintenance and Washing b. Nursing i. Blood Glucose Monitoring ii. Bowel Protocol iii. Clinical Nutrition Services iv. Infection Outbreak Response & Invest v. Maintenance of Oxygen Equipment vi. Psychotropic Medication vii. Resident Falls/Risk of Falls viii. Safe Wheelchair Transportations	

ix. Suprapubic Catheter Insertion/Removal x. Transmission Based Precautions xi. Use of Assistive Devices xii. Weight Monitoring	B. Benchley motioned to approve, Administrative Policies #1-10 and Nursing Policies #1-12, M. Westphal 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 2:37 p.m.

NEXT BOARD: June 24, 2026, at 2:00 p.m.

bb/ak

Respectfully submitted,



Bryan Benchley
Dept. of Health & Human Services Board