



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: May 27, 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
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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 22, 2026**
 - b. Closed Minutes of April 22, 2026**
- V. Public Comment**
- VI. Unfinished Business**
- VII. New Business**
- VIII. Administrator Report**
 - a. Reviews and Testimonials**
 - b. Census**
 - c. Dialysis Update**
 - d. DON Update**
- IX. Financial Director Report**
 - a. Financial Report**
 - i. December, 2025**
 - ii. April, 2026**

- b. Accounts Payable Summary**
- c. Problematic Accounts**
- d. 2026 Budget Amendments**
 - i. R-1 Nursing Ancillaries**
 - ii. R-2 Nursing**
 - iii. R-3 Business Office/ Finance**
 - iv. E-9 Human Resources**
 - v. E-11 Business Office/ Finance**
 - vi. E-15 Activities**
 - vii. E-16 Dietary**
 - viii. E-18 Building and Grounds**
 - ix. E-20 Housekeeping**
 - x. E-21 Laundry**
 - xi. E-25 Nursing**
- e. Under \$25,000 Budget Amendments**
- f. 2025/2026 Budget Summaries**

X. Marketing Report

XI. Maintenance Report

XII. Policy Approval

- a. Administrative**
 - i. Compliance with Reporting Allegations**
 - ii. Discriminatory Sexual Harassment**
 - iii. Donations**
 - iv. Gifts and Gratuities**
 - v. Institution Planning**
 - vi. New Hire Background Check**
 - vii. Non- Discrimination**
 - viii. Pay Distribution**
 - ix. Personal Furniture**
 - x. Personnel Record**
 - xi. Physician Credentialing**
 - xii. Professional Education Internship**
 - xiii. Reimbursing CAN**
 - xiv. Reporting of Suspected Crimes**
 - xv. Vehicle Safety**
 - xvi. Workers Compensation**
 - xvii. Ethics Committee**
- b. Emergency Preparedness**
 - i. 1135 Waiver**
 - ii. Bomb Threat**
 - iii. Lockdown**
 - iv. Missing Resident Elopement**
 - v. Requesting a 1135 Waiver**
 - vi. Shelter in Place**

vii. Workplace Violence

c. Nursing

- i. Bladder Scan**
- ii. CPR**
- iii. Catheterization of Male**
- iv. Cytotoxic Drugs**
- v. Diet Order**
- vi. Nebulizer Aerosol Treatments**
- vii. Pneumococcal Vaccination**
- viii. Pressure Ulcer Guidelines**
- ix. Wound Management**

XIII. Miscellaneous Business

XIV. Adjournment

XV. Closed Session

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