

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



**BAY COUNTY
MEDICAL
CARE FACILITY**

Kyle Weidman
Administrator

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BAY COUNTY MEDICAL CARE FACILITY
BOARD MEETING

DATE: Wednesday, January 28, 2026

TIME: 2:00 p.m.

B. Benchley called the Board Meeting to order at 2:02 p.m.

ROLL CALL:

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

PRESENT:

K. Weidman, S. Griffor, A. Kruse, J. McCarthy

PUBLIC PRESENT: Anthony Verhaeghe, Jerry Ronk, Kyle Sajdak, Susan Samson

AGENDA

ACTION AND PLAN

<u>APPROVAL OF AGENDA:</u> a. Additions: b. Corrections:	 None.
<u>APPROVAL OF MINUTES:</u> a. Approval of Minutes from December 23, 2025	B. Benchley motioned to approve the December 23, 2025 Minutes, J. Schmidt seconded the motion. All in Favor; motion carried.
<u>PUBLIC COMMENT:</u>	 None.
<u>NEW BUSINESS:</u> a. Department Introduction-Corporate Compliance b. Voting On DHHS Board Positions	The board reviewed and approved board meeting dates for 2026. The board took a vote to keep all positions as they currently are: Bryan Benchley, Chair; Jill Schmidt, Vice Chair; and Marnie Westphal, Board Member.

<u>ADMINISTRATOR REPORT:</u> a. Patient Opinion Survey b. Census/Dialysis Update c. DON Update	K. Weidman informed the board that we continue to receive great feedback from discharged residents. Overall, the reviews were very favorable. One mentioned a concern that was followed up on. We also received a favorable 5- Star Google Review from a resident's family. K. Weidman stated that we are Very Honored to Receive Recognition for Best Short-term rehab 2026. The average census for December 2025 was 95. In the month of December, there were 20 admits, 15 discharges, and 8 expirations. As of today, for the month of January there have been 15 admits, 10 discharges and 4 expirations. Dialysis: We currently have 5 clients on this service for the month of January. S. Griffor informed the board that we had a recent follow-up from state surveyors. We are waiting for the 2567 to come back. S. Griffor informed the board that we recently hired a group of CNAs who have many great things to say about our facility. S. Griffor stated that we had a recent QAPI meeting and learned that the facility is currently a 4-star overall. 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. Cash Flow Update b. Financial Report i. December, 2025 c. Account Payable Summary d. Problematic Accounts e. Donation- 4th Quarter	J. McCarthy updated the board on the cash flow for the month of December: Net position is \$40.7 Million YTD net income is \$4.74M. J. McCarthy shared other key highlights for the month of December.

	B. Benchley motioned to receive the Financial Report a., b., d., e., and approved c., 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. Activities i. Grievances ii. Resident Council iii. Resident Voting 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	

	B. Benchley motioned to approve, Emergency Preparedness #1 and Nursing Policies #1-25, M. Westphal seconded the motion. All in Favor; Motion carried.
<u>CLOSED SESSION:</u>	At 2:55 p.m. B. Benchley motioned to go into closed session. J. Schmidt seconded the motion. All in favor: motion carried. Roll Call: B. Benchley, J. Schmidt, M. Westphal, and K. Weidman
<u>UNFINISHED BUSINESS:</u> a. Request to Fund Exterior Painting and Dryer	The painting project will be looked at on a further date. S. Samson, A. Verhaeghe, J. Ronk, and K. Sajdak propose quotes and details regarding dryers. B. Benchley motioned to replace two dryers and repair one. J. Schmidt 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 2:55 p.m.

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

Respectfully submitted,


Bryan Benchley
Dept. of Health & Human Services Board

bb/ak