



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

Kyle Weidman
Administrator

564 W. Hampton Rd.
Essexville, Michigan 48732
(989) 892-3591 * Fax (989) 892-6991
Web Site: www.BayCountyMCF.com

DEPARTMENT OF HEALTH & HUMAN SERVICES BOARD MEETING

Date: July 22, 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
Amanda Gonzales, 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 June 24, 2026**
 - b. Closed Minutes of June 24, 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. June, 2026**

- b. Accounts Payable Summary
- c. Problematic Accounts
- d. Donation Report- 4th Quarter

X. Marketing Report

XI. Maintenance Report

XII. Policy Approval

- a. Administrative
 - i. Bed Hold
 - ii. Dress Code
 - iii. Facility Security System
 - iv. Maintaining Professional Contracts
 - v. Per Diem CNA's
 - vi. Per Diem Nurses
 - vii. Personal Electronic Device
 - viii. Wireless Communication Device
- b. Emergency Preparedness
 - i. Air Quality
 - ii. BCMCF Evacuation
 - iii. Biochemical Hazardous Materials
 - iv. Emergency Preparedness
- c. Nursing
 - i. Colostomy Irrigation
 - ii. Dental Services
 - iii. Restorative Nursing Services
 - iv. Traction Removal
 - v. Tube Feeding Administration

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: August 26, 2026 at 2:00 p.m.