

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, August 26, 2026

TIME: 2:00 p.m.

B. Benchley called the Board Meeting to order at 2:00 p.m.

ROLL CALL:

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

PRESENT:

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

PUBLIC PRESENT: T. Banaszak, Commissioner. D. Jones, J. Davis, A. Licht, A. Blasius, M. Meyer, K. Baldwin, S. Samson, C. Linzner, A. Banks, K. Goetz, N. Whiteherse, C. Sova, K. Sajdak.

AGENDA

ACTION AND PLAN

<u>APPROVAL OF AGENDA:</u> a. Additions: b. Corrections:	B. Benchley motioned to approve August 26, 2026, agenda. J. Schmidt seconded the motion. All in Favor; motion carried.
<u>APPROVAL OF MINUTES:</u> a. Approval of Minutes of July 22, 2026	J. Schmidt motioned to approve July 22, 2026, minutes. B. Benchley seconded the motion. All in Favor; motion carried.
<u>PUBLIC COMMENT:</u>	None.
<u>UNFINISHED BUSINESS:</u>	None.
<u>NEW BUSINESS:</u>	None.
<u>ADMINISTRATOR REPORT:</u> a. Reviews and Testimonials	K. Weidman covered the two expressions of appreciation received this past month. The first was a heartfelt thank-you card from the family of one of our residents. The second was from a hospice company organization that works with our facility. They took

<u>FINANCIAL DIRECTOR REPORT:</u> a. Financial Report i. July 2026 b. Accounts Payable Summary c. Problematic Accounts	J. McCarthy shared key financial highlights for July 2026. Our net position is \$44.1M, and YTD net income is \$2.93M. J. Schmidt motioned to receive the Financial Report, a., b., and c., and approve the Accounts Payable Summary; B. Benchley seconded the motion. All in favor; motion carried.
<u>MARKETING REPORT:</u>	B. Benchley motioned to receive the Marketing Report, J. Schmidt seconded the motion. All in Favor; Motion carried.
<u>MAINTENANCE REPORT:</u>	B. Benchley motioned to receive the Maintenance Report, J. Schmidt seconded the motion. All in Favor; motion carried.
<u>POLICY APPROVALS:</u> a. Administrative i. Administrator ii. Corporate Compliance & Ethics iii. Compensatory Time Off iv. Guest Meal Trays v. HIPAA vi. Personal TV & Electrical Equipment vii. Volunteer Program b. Emergency Preparedness i. Emergency Communication ii. Emergency Mode Operation iii. Incident Command System c. Nursing i. Admission Orders ii. Advance Directives iii. Assist Bars iv. Behavior Wellness Committee v. Communicable and Contagious Diseases vi. Continuous Glucose Monitors vii. Culturing Wounds and Skin Infections viii. Lift Sling Integrity ix. Medical Record Abbreviations & Symbols x. Nasal Spray Administration xi. Novel Coronavirus Prevention and Response xii. Reheating Food in Microwave xiii. Release of Responsibility of Resident on Leave of Absence	B. Benchley motioned to approve Administrative Policies #1-7, Emergency Preparedness Policies #1-3, and Nursing Policies #1-16; J. Schmidt seconded the motion. All in Favor; Motion carried.

xiv. Safely Handling Hot Liquids xv. Shingrix Vaccine xvi. Trauma Informed Care	
<u>MISCELLANEOUS BUSINESS:</u>	None.
<u>ADJOURNMENT:</u>	With no further business, B. Benchley motioned for adjournment; J. Schmidt second the motion. All in favor; meeting adjourned at 2:17 p.m.
<u>CLOSED SESSION:</u> a. Collective Bargaining Discussion	K. Weidman, S. Griffor, J. McCarthy to go into closed session with B. Benchley, J. Schmidt, Grant Pecor legal council and M. Westphal.

NEXT BOARD: September 23, 2026, at 2:00 p.m.

Respectfully submitted,



Bryan Benchley

Dept. of Health & Human Services Board

bb/ag