



Dept. of Health & Human Services Board
Sandy D. Shutt, Chair
Kim Bejcek, Board Member
Barbara Hayward, Board Member

Maureen MacKenzie
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
Via Zoom

Date: Wednesday, February 24, 2021
Time: 8:30 am
Place: Bay County Medical Care Facility Board Room & Zoom access

Participants: Sandy Shutt, Board-Chair
Kim Bejcek, Board Member
Barbara Hayward, Board Member
Maureen MacKenzie, LNHA
Jodi Kelly, DON
Michael Regulski, Finance Director
Michele Wiegand, Business Mgr.,
Board Scribe

Guests: To be introduced, if present

- I. Call meeting to order per Senate Bill 1108
- II. Roll Call
 - a. In attendance
 - b. Via Zoom
- III. Public Comment
- IV. Approval of Agenda
 - a. Additions
 - b. Corrections
- V. Approval of Minutes
 - a. Regular Meeting of January 27, 2021
 - b. Closed Meeting Minutes of January 27, 2021
 - c. Executive Meeting Minutes of December 23, 2020
- VI. New Business

- VII. Administrator Report**
 - a. Patient Opinion Survey**
 - b. Census**
 - c. Worker's Compensation**
 - d. Union Update**
 - e. COVID-19/Vaccine Update**

- VIII. Financial Director Report**
 - a. Financial Report**
 - i. December, 2020**
 - ii. January, 2021**
 - b. Cash Flow Discussion**
 - c. Deposit Distribution Report**
 - d. Accounts Payable Summary**
 - e. Payer A/R Aging**
 - f. Problematic Accounts**
 - g. Budget Report**
 - i. 2020/2021 Summary**
 - h. Budget Amendments/Transfers**
 - i. Post-Employment 272- E-8: To adjust unfunded OPEB and OBEB Interest 2021**
 - i. Under \$25K Amendments/Transfers**
 - j. COVID-19 Relief/Expenses**

- IX. Maintenance Department**

- X. Policy Approval**
 - a. Activities**
 - i. Care Plans**
 - ii. Food Handling**
 - iii. Music Programs**
 - iv. Sensory Stimuli**
 - v. Resident Voting**

 - b. Administrative**
 - i. Abuse Neglect and Exploitation**
 - ii. Acceptable Use Policy of IT Systems**
 - iii. Anti-Nepotism**
 - iv. Code of Conduct**
 - v. Confidentiality Statement Students and Vendors**
 - vi. Conflict of Interest**
 - vii. Corporate Compliance**
 - viii. Credentialing Medical Staff**
 - ix. End-of-Month Medicare Triple Check**
 - x. Ethics Committee**
 - xi. New Hire Background Check/Reference Checking**
 - xii. Physician Provider Credentialing**
 - xiii. Professional Education Internship Program**
 - xiv. Reimbursement for CNA Training and Testing**
 - xv. Social Media**

- c. **Nursing**
 - i. **Aid to Choking Victim**
 - ii. **Antibiotic Stewardship**
 - iii. **Anti-Psychotic Medication Use**
 - iv. **Automatic Stop Orders**
 - v. **Bed Bug Prevention and Management**
 - vi. **Care of C-PAP and Bi-PAP Equipment**
 - vii. **Catheter Bag**
 - viii. **Clinical Nutrition Services**
 - ix. **Examination for and/or Removal of Fecal Impaction**
 - x. **Indwelling Catheter Removal**
 - xi. **Irrigation of Indwelling Catheter**
 - xii. **Nebulizer Aerosol Treatment**
 - xiii. **Traction Removal of Gastric Peg or PEJ**
 - xiv. **Replacement of Gastrostomy Tube**
 - xv. **Safety Wheelchair Transportation**
 - xvi. **Storage and Use of Food from Outside**
 - xvii. **Suprapubic Catheter insertion and Removal**
 - xviii. **Tube Feeding Administration**
 - xix. **Tuberculosis Exposure Control Plan**

XI. Closed Session – Motion: To go into Closed Session pursuant to MCL 15.268 (a) to consider material exempt from discussion or disclosure by state of federal discussion.

XII. Unfinished Business

XIII. Miscellaneous Business

XIV. Adjournment

NEXT BOARD MEETING: March 24, 2021