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BAY COUNTY MEDICAL CARE FACILITY
BOARD MEETING
DATE: Thursday, June 25, 2020
TIME: 9:30 a.m.

S. Shutt called the Board Meeting to order at 9:30 a.m.

ROLL CALL: S. Shutt, K. Bejcek, present electronically.

OTHERS PRESENT: M. MacKenzie, M. Regulski, J. Kelly, M. Wiegand

AGENDA

ACTION AND PLAN

<u>APPROVAL OF AGENDA:</u> Additions: Corrections:	S. Shutt motioned to correct the agenda, calling the meeting to order under Executive Order 2020-48/ Rescission of Order 2020-129, not 2020-15. K. Bejcek motioned to approve the corrected agenda, S. Shutt seconded the motion. All in Favor; motion carried.
<u>PUBLIC COMMENT:</u>	None.
<u>APPROVAL OF MINUTES:</u> Approval of minutes from May 22, 2020	K. Bejcek motioned to approve the minutes of the May 22, 2020, Board Meeting. S. Shutt seconded the motion. All in Favor; motion carried.
<u>NEW BUSINESS:</u>	McLaren EMS services will be transitioning to Medstar, a 911 EMS/mobile healthcare provider, plans to take place August 30, 2020. S. Shutt to reach out to Heather for more information. K. Bejcek motioned to receive the information,

	<p>S. Shutt seconded the motion.</p> <p>All in Favor; motion carried.</p>
<p><u>ADMINISTRATOR REPORT:</u></p> <p>A. Patient Opinion Survey</p> <p>B. Census</p> <p>C. Construction Update</p> <p>D. Worker's Compensation</p> <p>E. Public Act 690</p>	<p>M. MacKenzie discussed one survey received and it was generically great, nothing more to comment on.</p> <p>Census for May was down. Admissions were halted due to the pandemic. 2020-73.5%/136.7, (May 2019- 84.17%/157.7). The month of May, 2020, 8 admissions, 11 discharges and 2 expirations.</p> <p>ERV install was started due to the price to store. Installing was more cost-effective in the long-run especially since the warranty already started.</p> <p>Control dates continue to be pushed-back to a later date due to the pandemic. One employee is back to work but his case is not settled. Nothing new to add, all cases are ongoing at this time.</p> <p>M. MacKenzie discussed that the Public Act 690, (\$2 additional pay an hour for RN's, LPN's, CNA's and Respiratory Therapist's) an incentive pay, is not finalized and reimbursement is not yet clarified. M. Regulski said it would cover seven and a half weeks (July 1, 2020 to September 30, 2020, potentially costing the facility approximately \$228,000.00. The facility would be reimbursed at a later date. M. MacKenzie to update and clarify at next regular board meeting.</p> <p>K. Bejeck motioned to receive Administrator's Report, S. Shutt seconded the motion.</p> <p>All in Favor; motion carried.</p>
<p><u>FINANCIAL REPORT:</u></p> <p>A. May, 2020, Financials</p> <ol style="list-style-type: none"> 1. Deposit Distribution Report 2. Accounts Payable Summary 3. Payer A/R Aging 4. Problematic Accounts 	<p>M. Regulski updated the Board of May financials. In the process of finishing-up the 2019 audit, working on implementing ADP and preparing for the 2021 budgets. Supervisors are continuing to do a great job at staying within their departmental budgets.</p> <p>K. Bejeck motioned to receive the Financial Report (A, #1, #3 & #4) and to approve for payment (A, #2), S. Shutt seconded the motion.</p>

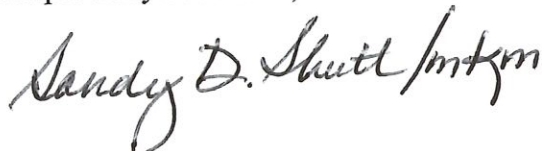
<p>B. Budget Report Summaries</p> <ol style="list-style-type: none"> 1. 2019/2020 2. Budget Amendments 2020 <ol style="list-style-type: none"> a. Federal Stimulus Cares Act Grant R-15 b. Nursing Administration Wage and Benefits E-38 c. Nursing Wages and Benefits E-41 d. COVID-19 Expenses E-42 3. Under \$25K Amendments/Transfers <p>C. Cash Flow Discussion</p> <p>D. COVID-19 Relief/Expenses</p> <p>E. Millage/Loan Discussion</p>	<p>All in Favor; motion carried.</p> <p>S. Shutt motioned to receive 2019/2020 Budget Report Summaries and approve 2020 Budget Amendments, K. Bejcek seconded the motion.</p> <p>All in Favor; motion carried.</p> <p>Construction has been postponed minimally until after the Millage request in November, 2020. Plant Moran made an error in the 2018 Cost Report that was found in 2019. The error will be adjusted in 2020.</p> <p>M. Regulski updated the board on COVID-19 Relief/Expenses. There is not a way to budget for these expenses due to the unknowns and availability of supplies. All departments are keeping track of supplies, labor, etc. due to the pandemic.</p> <p>K. Bejcek motioned to receive the COVID-19 Relief/Expenses update, S. Shutt seconded the motion.</p> <p>All in Favor; motion carried.</p> <p>M. Regulski updated the Board on the status of the proposed millage/loan. No change from May '20. Nothing is being pursued at this time. Loan may not be necessary due to positive net position. Instead, short-term loan may only be needed. M. Regulski to reach out to S. Walraven. A millage committee to be created and will meet offsite.</p> <p>K. Bejcek motioned to receive the Millage/Loan update. S. Shutt seconded the motion.</p> <p>All in Favor; motion carried.</p>
<p><u>POLICY APPROVALS:</u></p> <p>A. Nursing</p> <ol style="list-style-type: none"> i. Coronavirus Testing 	<p>S. Shutt provided M. MacKenzie with a document authorizing M. MacKenzie to sign any and all documents during the current COVID-19</p>

<p>B. Administrative</p> <p>i. Wireless Communication Devices</p>	<p>pandemic. M. MacKenzie is to communicate with the Board Chair electronically to be clear on intent and content of any document. Once the pandemic is resolved sufficiently, normal operations will resume. (See attached letter)</p> <p>K. Bejcek motioned to approve both Nursing and Administrative policies. M. MacKenzie to sign on behalf of the DHHS Chair, Shutt seconded the motion.</p> <p>All in Favor; motion carried.</p>
<p><u>CLOSED SESSION:</u></p>	<p>At 11:20 a.m. S. Shutt motioned to go into closed session, K. Bejcek seconded the motion.</p> <p>All in Favor; motion carried.</p> <p>Roll Call: S. Shutt, aye, K. Bejcek, aye</p>
<p><u>ADJOURNMENT</u></p>	<p>Returned to Regular session at 12:00 p.m.</p> <p>K. Bejcek motioned to receive Administrative update, S. Shutt seconded the motion.</p> <p>All in Favor; motion carried.</p> <p>With no other business, K. Bejcek motioned for adjournment, S. Shutt seconded the motion.</p> <p>All in favor; meeting adjourned at 12:01 p.m.</p>

NEXT BOARD MEETING

FRIDAY, July 22, 2020; 8:30 a.m.

Respectfully submitted,



Sandy D. Shutt
Dept. of Health & Human Services Board