



**BAY COUNTY  
MEDICAL  
CARE FACILITY**

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

Maureen MacKenzie  
Administrator

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**DEPARTMENT OF HEALTH & HUMAN SERVICES BOARD MEETING**  
**Via Zoom**

**Date:** Wednesday, April 21, 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 Bay County Resolution 2021-59
- 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 March 24, 2021
  - b. Closed Meeting Minutes of March 24, 2021
- VI. New Business
  - a. New Meeting Format- S. Shutt

- 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. March, 2021
  - b. Cash Flow Discussion
  - c. Deposit Distribution Report
  - d. Accounts Payable Summary
  - e. Payer A/R Aging
  - f. Problematic Accounts
  - g. First Quarter Donations
  - h. Budget Report
    - i. 2020/2021 Summary
  - i. Under \$25K Amendments/Transfers
  - j. COVID-19 Relief/Expenses
  
- IX. Maintenance Department
  
- X. Construction Update
  
- XI. Credentialing
  - a. Padgett VanHoutteghem
  
- XII. Policy Approval
  - a. Activity
    - i. Reserving Recreation, Family Room or Pavilion
  - b. Administrative
    - i. Annual Operating Budget
    - ii. Business Associate Agreement
  
- XIII. 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.
  
- XIV. Unfinished Business
  
- XV. Miscellaneous Business
  
- XVI. Adjournment

**NEXT BOARD MEETING: May 26, 2021**