

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



**BAY COUNTY
MEDICAL
CARE FACILITY**

Maureen MacKenzie
Administrator

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DEPARTMENT OF HEALTH & HUMAN SERVICES BOARD MEETING

Date: Tuesday, November 30, 2021
Time: 8:30 am
Place: Bay County Medical Care Facility Board Room

Participants: Sandy Shutt, Board-Chair
Kim Bejcek, Board Member
Maureen MacKenzie, LNHA
Jodi Kelly, DON
Michael Regulski, Finance Director
Jaqueline McCarthy, Finance Director
Michele Wiegand, Board Scribe

Guests: To be introduced, if present

- I. Call meeting to order**
- II. Roll Call**
 - a. In attendance**
- III. Public Comment**
- IV. Approval of Agenda**
 - a. Additions**
 - b. Corrections**
- V. Approval of Minutes**
 - a. Regular Meeting of October 29, 2021**
 - b. Closed Meeting of October 29, 2021**
 - c. Special Board Meeting November 15, 2021**
 - d. Closed Meeting of November 15, 2021**
- VI. New Business**
 - a. Governor's Board Member Appointment**
 - b. Quality Assurance Presentation**
- VII. Administrator Report**
 - a. Patient Opinion Survey**
 - b. Census**

- c. Worker's Compensation
- d. Union Update
- e. DON Update

VIII. Financial Director Report

- a. Financial Report and Cash Flow
 - i. October, 2021
- b. COVID-19 Relief/Expenses
- c. Deposit Distribution Report
- d. Accounts Payable Summary
- e. Payer A/R Aging
- f. Problematic Accounts
- g. Budget Amendments 2021
 - i. Nursing-Corrected E52/E67 Amendments E-69
- h. Budget Amendments 2022
 - i. Business Office/Finance- QAS R-1
 - ii. Various Departments-Def. Benefit Pension Plan Contribution E-2
 - iii. Network Administration-IT-Information Technology Services E-3
- i. Under \$25K Amendments/Transfers

IX. Maintenance Department

X. Construction Update

XI. Policy Approval

- a. Administrative
 - i. C.N.A. Renewal
 - ii. Facility Vehicle Usage
 - iii. Labeling Clothing
 - iv. Missing Items
 - v. QAPI Program

XII. Closed Session: Motion to go into Closed Session pursuant to MCL 15.268 (c) to consider material exempt from discussion or disclosure by state or federal statute.

XIII. Unfinished Business

XIV. Miscellaneous Business

XV. Adjournment

NEXT BOARD MEETING: December 22, 2021