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BAY COUNTY MEDICAL CARE FACILITY
BOARD MEETING
DATE: Tuesday, November 30, 2021
TIME: 8:30 a.m.

S. Shutt called the Board Meeting to order at 8:30 a.m.

ROLL CALL:

S. Shutt, K. Bejcek; present

PRESENT:

M. MacKenzie, J. Kelly, M. Regulski, J. McCarthy, J. Adamets, A. Licht, M. Wiegand

PUBLIC PRESENT:

B. Fisher, C. Sova, T. Vermeesh, A. Kidwell

AGENDA

ACTION AND PLAN

<u>PUBLIC COMMENT:</u>	B. Fisher, representative of United Steelworkers, along with union members discussed their staffing concerns. K. Bejcek motioned to receive Public Comment, S. Shutt seconded the motion. All in Favor; motion carried.
<u>APPROVAL OF AGENDA:</u> a. Additions: b. Corrections:	K. Bejcek motioned to approve the agenda and S. Shutt seconded the motion. All in Favor; motion carried.
<u>NEW BUSINESS:</u> a. Governor's Board Member Appointment b. Quality Assurance Presentation	S. Shutt informed the Board, Renee Courier Aumock will be joining in December '21 and is to meet next week for onboarding purposes.

	<p>Quality Assurance Manager, A. Licht's presented the board with her responsibilities at the facility.</p> <p>K. Bejcek motioned to receive New Business, S. Shutt seconded the motion.</p> <p>All in Favor; motion carried.</p>
<p><u>APPROVAL OF MINUTES:</u></p> <ul style="list-style-type: none"> a. Approval of Minutes from October 29, 2021 b. Approval of Closed Meeting Minutes from October 29, 2021 c. Approval of Special Board Meeting Minutes from November 15, 2021 d. Approval of Closed Board Meeting Minutes from November 15, 2021 	<p>S. Shutt motioned to approve October 29, 2021 Minutes. K. Bejcek seconded the motion.</p> <p>All in Favor; motion carried.</p> <p>S. Shutt motioned to approve October 29, 2021 Closed Minutes. K. Bejcek seconded the motion.</p> <p>All in Favor; motion carried.</p> <p>K. Bejcek motioned to approve November 15, 2021 Special Board Meeting Minutes, S. Shutt seconded the motion.</p> <p>All in Favor; motion carried.</p> <p>K. Bejcek motioned to approve November 15, 2021 Closed Board Meeting Minutes, S. Shutt seconded the motion.</p> <p>All in Favor; motion carried.</p>
<p><u>ADMINISTRATOR REPORT:</u></p> <ul style="list-style-type: none"> a. Patient Opinion Survey b. Census c. Worker's Compensation d. Union Update e. D.O.N. Update 	<p>M. MacKenzie discussed returned discharged surveys for November, 2021</p> <p>Average census for November, 2021 was 102.23 or 54.9%. In the month of November, 2021, there were 9 admissions, 9 discharges and 2 expirations.</p> <p>M. MacKenzie informed the board that there are three open claims. Court dates continue to be bumped-out.</p> <p>Union negotiation discussions are ongoing, to meet again 12/7 with full bargaining group. Hoping to reach an agreement that date.</p> <p>J. Kelly informed the board that the Annual Survey was completed in November, 2021. The facility received 15 citations. Will have a detailed report available at next</p>

	<p>board meeting to review.</p> <p>Vaccination exemption applications are to be reviewed today. Multiple applications have been received and 14 employees are in the process of becoming fully vaccinated.</p> <p>Visitation is now open to the public. Every visitor is screened and provided appropriate PPE for their visit and offered a COVID test.</p> <p>S. Shutt motioned to receive the Administrator/D.O.N. Report a.- e., K. Bejcek seconded the motion.</p> <p>All in Favor; motion carried.</p>
<p><u>FINANCIAL DIRECTOR REPORT:</u></p> <ul style="list-style-type: none"> a. Financial Report and Cash Flow <ul style="list-style-type: none"> 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 <ul style="list-style-type: none"> i. Nursing Corrected E52/E67 Amendments E-69 ii. Various Depts. Transfer of Wages and Benefits T-17 h. Budget Amendments 2022 <ul style="list-style-type: none"> i. Nursing- Revenue R-2 ii. Various Departments-Def. Benefit Pension Plan Contribution E-2 iii. Network Administration IT Information Technology Service E-3 i. Under \$25K Amendments/Transfers 	<p>J. McCarthy updated the board with November, 2021 Financials.</p> <p>HHS ARP Rural funding was received on 11/23/21 in the amount of \$73,867.51. PPP Loan Forgiveness Application status is ongoing, additional documentation was requested.</p> <p>S. Shutt motioned to receive the Financial Report a. i., b., c., e., f., g., h., i. and approve f. for payment K. Bejcek seconded the motion.</p> <p>All in Favor; motion carried.</p>
<p><u>MAINTENANCE DEPARTMENT:</u></p>	<p>S. Shutt motioned to receive the Maintenance Department Report, K. Bejcek seconded the motion.</p> <p>All in Favor; Motion carried.</p>
<p><u>CONSTRUCTION UPDATE:</u></p>	<p>None.</p>
<p><u>POLICY APPROVALS:</u></p> <ul style="list-style-type: none"> a. Administrative <ul style="list-style-type: none"> i. CNA Renewal ii. Facility Vehicle Usage iii. Labeling Clothing iv. Missing Items 	<p>S. Shutt motioned to approve Administrative Policies #1.- #5., K. Bejcek seconded the motion.</p> <p>All in Favor; Motion carried.</p>

v. QAPI Program	
<u>CLOSED SESSION:</u>	<p>At 9:58 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, M. MacKenzie, aye, M. Regulski, aye, J. McCarthy, aye</p> <p>Returned to regular session at 11:07 a.m.</p> <p>S. Shutt motioned to approve Administrator's recommendation discussed in closed session, K. Bejcek seconded the motion.</p> <p>All in favor; motion carried.</p>
<u>UNFINISHED BUSINESS:</u>	None.
<u>MISCELLANEOUS BUSINESS:</u>	None.
<u>ADJOURNMENT:</u>	<p>With no other business, S. Shutt motioned for adjournment, K. Bejcek seconded the motion.</p> <p>All in favor; meeting adjourned at 11:08 a.m.</p>

NEXT BOARD: DECEMBER 29, 2021, 8:30 a.m.

Respectfully submitted,



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

SDS/mnw