

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



**BAY COUNTY
MEDICAL
CARE FACILITY**

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

Date: January 26, 2022
Time: 8:30 am
Place: Bay County Medical Care Facility Board Room

Participants: Sandy Shutt, Board Chair
Kim Bejcek, Board Member
Renee Courier Aumock, 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 December 29, 2021**
 - b. Closed Meeting of December 29, 2021**
- VI. New Business**
 - a. Department Presentation- Staff Development and Education**
- 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. **December, 2021**
 - b. **COVID-19 Relief/Expenses**
 - c. **Deposit Distribution Report**
 - d. **Accounts Payable Summary**
 - e. **Payer A/R Aging**
 - f. **Problematic Accounts**
 - g. **4th Quarter Donations**
 - h. **Budget Amendments 2022**
 - i. **E-4 Dietary**
 - ii. **E-5 Various Dept. (Health Ins. Premiums)**
 - iii. **E-8 Post Employment**
 - i. **Under \$25K Amendments/Transfers**
- IX. Maintenance Department**
- X. Construction Update**
- XI. Policy Approval**
- a. **Activity**
 - i. **Activity Calendar**
 - ii. **Activities Involving Alcohol**
 - iii. **Pet Visits**
 - b. **Administrative**
 - i. **Anti-Nepotism**
 - ii. **Personnel Records**
 - iii. **Purchasing**
 - iv. **Reporting of Suspected Crimes Under the Elder Justice Act**
 - v. **Resident Voting-Absentee Ballot**
 - vi. **Trust Fund**
 - vii. **Vehicle Safety**
 - c. **Nursing**
 - i. **Acute Change of Condition**
 - ii. **Employee Covid-19 Vaccination**
 - iii. **Employee Covid-19 Exemption**
 - iv. **Directives for Skin and Wound Assessment and Documentation**
 - v. **INR Orders**
 - vi. **Novel Coronavirus Prevention and Response**
 - vii. **Resident Covid-19 Vaccination**
- 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: FEBRUARY 23, 2022 @ 3:30 p.m.