

**Thursday March 18, 2021  
Via Zoom Virtual Meeting Platform**

<b>TIME</b>	<b>AGENDA</b>	<b>SPEAKER</b>
10:00am	<b>Welcome and Call to Order of Regular Meeting</b> Rules of Procedure Reminder – Roll Call with location; public comment period	G. Mroczkowski
	<b>APPROVAL OF CONSENT AGENDA</b> <ul style="list-style-type: none"> <li>Meeting Agenda</li> <li>Board of Directors Meeting Minutes: <b>February 2021</b></li> </ul>	G. Mroczkowski
	<b>DHHS / BAY BLUFFS BOARD CHAIRWOMAN’S REPORT</b>	G. Mroczkowski
	<b>PANDEMIC RESPONSE AND RECOVERY REPORT</b>	L. Ashley
	<b>FINANCE REPORT</b> <ul style="list-style-type: none"> <li>Monthly Financials</li> <li>Accounts Payable</li> <li>Supplemental Wage Update</li> <li>Contracts: <b>Relias Learning (renewal)</b> <b>ARJO (renewal)</b> <b>PolicyStat –iContract – new subscription</b></li> <li>Capital Expenditures:</li> <li>Foundation Reimbursement Request – March 2021</li> </ul>	M. Greer  L. Ashley  L. Ashley
	<b>NEW BUSINESS</b> <ul style="list-style-type: none"> <li>Rules of Procedure 2021 Review</li> <li>FOIA Policy/Procedure Review</li> <li>Facility Assessment – Update from County Strategic Planning Session</li> <li>Administrator Performance Review Plan</li> </ul>	G. Mroczkowski
	<b>OLD BUSINESS</b> <ul style="list-style-type: none"> <li>Letter of Understanding – Insurance Coverage</li> </ul>	G. Mroczkowski
	<b>PUBLIC COMMENT</b>	G. Mroczkowski
	<b>MEETING RECAP / ACTION ITEMS</b>	G. Mroczkowski
12:00PM	<b>ADJOURNMENT</b> <b>Next meeting: April 15, 2021</b>	G. Mroczkowski

*Links to Vendor Websites:*

*[Relias Learning \(formerly Silverchair\)](#) – Bay Bluffs has used this online education platform for annual employee training since 2013. It remains one of the top services for long-term care employee education and compliance.*

*[ARJO](#) – Bay Bluffs utilizes the ARJO resident mobility systems to provide a safe transfer for both residents and staff. Mechanical lifts are a) expensive to replace and b) expensive to maintain but have provided for reduced employee injury and reduced WorkComp costs since implementation in 2016.*

*[PolicyStat](#) – Current policy/procedure management is tasked to the Administrator at this time. Based on pandemic related experiences and regulatory burden of policy management, a more efficient means of managing policies, policy changes, staff education regarding policies, and regulatory linkage within policies is of critical importance to the facility. Three different vendors were evaluated as part of the selection process. Criteria such as ease of use, support, pricing, and quality of product were utilized to select PolicyStat.*