MINUTES

BAY ARENAC BEHAVIORAL HEALTH BOARD OF DIRECTORS

PERSONNEL & COMPENSATION COMMITTEE MEETING

Tuesday, April 25, 2023 at 5:00 pm

William B. Cammin Clinic, Bay Room, 1010 N. Madison Avenue, Bay City, MI 48708

Committee Members:	Present	Excused	Absent	Committee Members:	Present	Excused	Absent	Others Present:
Ernie Krygier, Ch	X			Robert Pawlak	X			BABH: Tim Banaszak, Jennifer
Colleen Maillette	x			Richard Byrne, Ex Off	x			Lasceski, Chris Pinter, and Sara
								McRae
								Legend: M-Motion; S-Support;
								MA-Motion Adopted; AB-Abstained

	Agenda Item	Discussion	Motion/Action
1.	Call To Order & Roll Call	Committee Chair, E. Krygier, called the meeting to order at 5:00 pm. All members were present.	
2.	Public Input (Maximum of 3 Minutes)	blic Input (Maximum of 3 Minutes) There were not any members of the public present.	
3.	Personnel Change & Vacancy Reports 3.1) January 2023 – March 2023	3.1) J. Lasceski reviewed the reports noting new hires, terminations, and open positions. BABH has been adding positions due to the Mobile Response Team expansion and demands on autism and family support services. There were discussions regarding interviews and response to postings, recruitment and retention efforts, departures for individuals employed less than one year, challenges with direct care workers, utilization of the probation status, and exit interviews.	3.1) No action was necessary
4.	Benefits 4.1) COVID Health Benefit Changes Post Public Health Emergency	4.1) J. Lasceski reported the federal COVID health care benefits will be changing with the end of the public health emergency. Charges for services such as vaccinations and testing kits from in-network providers, home testing kits, and COVID treatments including hospitalizations will all be impacted. BABH will retain COVID testing kits for residential homes and staff. There were discussions relative to home testing kits being available free of charge from the federal government via email.	4.1) No action was necessary

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5.	Unfinished Business	There was not any unfinished business presented to the Committee.		
	New Business 6.1) 2023 Training Plan	6.1) J. Lasceski reviewed the proposed revisions to the Training Plan including that training will be a hybrid including in-person and online options. J. Lasceski also reviewed the updated training accomplishments.	6.1) On motion of C. Maillette and support of R. Byrne, the 2023 Training Plan was referred to the full Board for approval. The motion was adopted unanimously.	
6.	6.2) Remote Work Policy	6.2) J. Lasceski reported the impacts of the COVID pandemic on remote work and recruiting staff. J. Lasceski reviewed the proposed policy that BABH leadership drafted to expand remote work options on an individual basis. The policy allows the agency and/or the employee to stop the alternate work arrangement option and notes that this option may not be suitable for all positions. There were discussions regarding the history of remote work options at BABH, the competitive market, recruitment and retention, staff favoring remote work options, accountability with the electronic health records (EHR), standard is in office and remote work is alternative, productivity levels, policy limitations such as day care and time restrictions to respond and/or be onsite as well as probationary and trial periods.	6.2) On motion of R. Pawlak and support of C. Maillette, the Remote Work Policy was forwarded to the Bylaws & Policies Committee for consideration. The motion was adopted unanimously.	
	6.3) Chief Executive Officer Evaluation 2023	6.3) J. Lasceski reported it is time for the Chief Executive Officer's (CEOs) evaluation. The Committee concurred to complete the evaluation form and return to J. Lasceski. A special meeting was scheduled for 5;00 pm on Wednesday, May 31, 2023 for review of an employee evaluation.	6.3) No action was necessary	
7.	Adjournment	On motion of R. Pawlak and support of R. Byrne, the meeting adjourned at 5:34 pm. The motion passed unanimously.		

Ernie Krygier, Committee Chair