

MINUTES

BAY ARENAC BEHAVIORAL HEALTH

BOARD OF DIRECTORS

AUDIT COMMITTEE MEETING

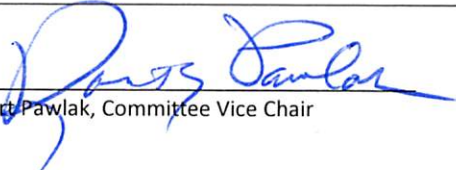
Tuesday, September 19, 2023 at 5:00 pm

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:
Pat McFarland, Ch	_____	X	_____	Sally Mrozinski	_____	X	_____	BABH: Marci Rozek, Ellen Lesniak, Eric Strode, and Sara McRae
Robert Pawlak, Ex Off, V Ch	X	_____	_____	Colleen Maillette, Ex Off	_____	X	_____	
Ernie Krygier	X	_____	_____	Richard Byrne, Ex Off	X	_____	_____	
Robert Luce	X	_____	_____		_____	_____	_____	
Legend: M-Motion; S-Support; MA-Motion Adopted; AB-Abstained								

	Agenda Item	Discussion	Motion/Action
1.	Call To Order & Roll Call	Committee Vice Chair, R. Pawlak, called the meeting to order at 5:00 pm.	<p>On motion of E. Krygier and support of R. Byrne, S. Mrozinski was excused. The motion passed unanimously.</p> <p>On motion of E. Krygier and support of R. Luce, C. Maillette was excused. The motion passed unanimously.</p> <p>On motion of E. Krygier and support of R. Luce, P. McFarland was excused. The motion passed unanimously.</p>
2.	Public Input (Maximum of 3 Minutes)	There were not any members of the public present.	
3.	Unfinished Business	There was not any unfinished business presented.	
4.	<p>New Business</p> <p>4.1) Selection of Disbursements & Health Care Claims from Summary Report</p> <p>4.2) Financial Statements for Period Ending August 31, 2023</p>	<p>4.1) Administration found the source information for the claims selected for review.</p> <p>4.2) M. Rozek reviewed the financial statements noting the fund balance and unrestricted fund balance.</p>	<p>4.1) No action was necessary</p> <p>4.2) On motion of E. Krygier and support of R. Luce, the Financial Statements for period ending August 31, 2023 were referred to the full Board for approval. The motion passed unanimously.</p>

	<p>4.3) Electronic Fund Transfers (EFTs) for Period Ending August 31, 2023</p> <p>4.4) Review of Selected Disbursements & Health Care Claims Chosen from Summary Report by CFO</p> <p>4.5) Consideration of Approval of Disbursements & Health Care Claims Totals</p>	<p>4.3) M. Rozek reviewed the EFTs with the Committee.</p> <p>4.4) Administration reviewed the disbursements and health care claim invoices selected by the Committee. These included E04348 for employee travel reimbursement; 98482 Barrett Sign Company for repairs to parking lot signs at the Madison Building; 98521 Jam Best One for vehicle maintenance and repairs; E04345 Liberty Living for bed bug heat treatments at two group homes; 98536 Mobility Works for repairs to various vehicle wheelchair lifts; 98557 Universal Roofing for roof repairs at North Bay; 98560 Waste Management for various refuse services; 98422 Bay Breeze Auto Detailing for vehicle maintenance; 98457 Menards for employee appreciation gifts and various maintenance supplies; credit card purchase at Soaring Eagle Hotel for staff lodging; 5602 MPA Group for outpatient services; and 5765 Acorn Health of Michigan for health for autism services. There were general discussions regarding the signage at Arenac Center, the location of autism providers, further details of tires sizes, wheelchair lift repairs, and specifics of auto detailing for vehicle maintenance, and the history of the roof repairs to the North Bay Building.</p> <p>4.5) The Committee reviewed the disbursement and health care claims totals.</p>	<p>4.3) On motion of E. Krygier and support of R. Luce, the EFTs for period ending August 31, 2023 to the full Board for approval. The motion passed unanimously.</p> <p>4.4) No action was necessary</p> <p>4.5) On motion of R. Byrne and support of E. Krygier, the disbursements and health care payments from August 21, 2023 through September 22, 2023 were referred to the full Board for approval. The motion passed unanimously.</p>
5.	Adjournment	On motion of E. Krygier and support of R. Luce, the meeting adjourned at 5:21 pm. The motion passed unanimously.	


 Robert Pawlak, Committee Vice Chair