

MINUTES

BAY ARENAC BEHAVIORAL HEALTH BOARD OF DIRECTORS AUDIT COMMITTEE MEETING

Tuesday, November 14, 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 Chair, P. McFarland, called the meeting to order at 5:00 pm.	On motion of E. Krygier and support of S. Mrozinski, R. Luce was excused. The motion passed unanimously. On motion of E. Krygier and support of R. Byrne, R. Pawlak was excused. The motion passed unanimously.
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.	New Business 4.1) Selection of Disbursements & Health Care Claims from Summary Report 4.2) Financial Statements for Period Ending October 31, 2023	4.1) Administration found the source information for the claims selected for review. 4.2) M. Rozek reviewed the financial statements noting the numbers are rough estimates due to the new fiscal year and the budgeted amount for community hospital expenses. There were general discussions related to potential reasons for the increasing community hospital admissions and the proposed crisis residential unit.	4.1) No action was necessary 4.2) On motion of E. Krygier and support of C. Maillette, the Financial Statements for period ending October 31, 2023 were referred to the full Board for approval. The motion was adopted unanimously.

	<p>4.3) Electronic Fund Transfers (EFTs) for Period Ending October 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.</p> <p>4.4) Administration reviewed the disbursements and health care claim invoices selected for further review. These included 98789 for employee travel reimbursement; 98779 Cohl, Stoker & Toskey, PC for legal services; E04681 for employee travel reimbursement; E04670 Beebe Construction for repairs at Horizon Home; 98811 Chartier & Son's Plumbing & Heating for repairs at North Bay; 98835 McBride Heating & Cooling for repairs at Arenac Center; 98803 McLaren Bay Region for Mulholland monthly lease payment; 98861 Xerox for copier maintenance at Arenac Center and Madison Building; 98716 McLaren Bay Region for Mulholland November monthly lease payment; 98726 Zoom Video Communications for teleconferencing services; 98755 Shaffer Distributing Company for two Narcan dispensing machines; E04652 for board member travel reimbursement; 5015 Michigan Behavioral Health JV, LLC for inpatient hospital services; 5410 Valley Residential Services for residential group home services; 5709 Nutrition for Wellness for dietary services; 5755 Game Changer Pediatric Therapy Services for autism services, and E04433 Mercy Plus for autism services. There were general discussions relative to employee travel reimbursement averages and rent paid to McLaren Bay Region.</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. Byrne, the EFTs for period ending October 31, 2023 were referred to the full Board for approval. The motion was adopted unanimously.</p> <p>4.4) No action was necessary</p> <p>4.5) On motion of E. Krygier and support of S. Mrozinski, the disbursements and health care payments from October 23, 2023 through November 17, 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. Byrne, the meeting adjourned at 5:22 pm. The motion passed unanimously.	


 Pat McFarland, Committee Chair