

AGENDA

BAY ARENAC BEHAVIORAL HEALTH BOARD OF DIRECTORS FINANCE COMMITTEE MEETING

Wednesday, February 7, 2024 at 5:00 pm

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

Committee Members:	Present	Excused	Absent		Present	Excused	Absent	
Ernie Krygier, Ch	_____	_____	_____	Patrick McFarland	_____	_____	_____	Others Present: BABH: Marci Rozek, Chris Pinter, and Sara McRae Legend: M-Motion; S-Support; MA-Motion Adopted; AB-Abstained
Sally Mrozinski, V Ch	_____	_____	_____	Robert Pawlak, Ex Off	_____	_____	_____	
Tim Banaszak	_____	_____	_____	Colleen Maillette, Ex Off	_____	_____	_____	
Jerome Crete	_____	_____	_____	Richard Byrne, Ex Off	_____	_____	_____	
Robert Luce	_____	_____	_____					

	Agenda Item	Discussion	Motion/Action
1.	Call To Order & Roll Call		
2.	Public Input (Maximum of 3 Minutes)		
3.	Investment Earning Reports for Period Ending January 31, 2024		3) Consideration of motion to refer the investment earnings reports for period ending January 31, 2024 to the full Board for information
4.	Contracts 4.1) Fiscal Year (FY) 2024 Rate Adjustment on Cost Settled Contracts 4.2) Finance February 2024 Contract List		4.1) No action necessary 4.2) Consideration of motion to refer the Finance February 2024 contract list to the full Board for approval
5.	Unfinished Business 5.1) None		
6.	New Business 6.1) Accepting Credit Card Payments		6.1) Consideration of motion to refer accepting credit card payment for client accounts to the full Board for approval

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	6.2) Replacement of Wi-Fi Equipment at all BABH Sites		6.2) Consideration of motion to refer Wi-Fi equipment replacement at a cost of \$14,040 to the full Board for approval
7.	Adjournment	M -	S - pm MA

Bay-Arenac Behavioral Health Authority
Estimated Cash and Investment Balances January 31, 2024

Balance January 1, 2024	7,900,782.64
Balance January 31, 2024	8,180,030.95
Average Daily Balance	7,252,726.54
Estimated Actual/Accrued Interest January 2024	25,582.42
Effective Rate of Interest Earning January 2024	4.23%
Estimated Actual/Accrued Interest Fiscal Year to Date	88,747.52
Effective Rate of Interest Earning Fiscal Year to Date	4.21%

Note: The Cash and Investment Balances exclude Payroll and AP related Cash Accounts.

Cash Available - Operating Fund

	Rate	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24
Beg. Balance Operating Funds - Cash, Cash equivalents, Investments		5,801,955	5,531,567	4,929,028	4,145,850	3,560,754	2,822,426	3,940,689	3,431,903	4,022,437	3,285,926	8,549,839	7,456,274
Cash in		5,256,044	5,799,795	6,405,791	7,365,485	6,140,991	9,939,499	6,328,711	12,694,585	11,257,050	21,945,755	11,552,037	11,480,507
Cash out		(5,526,431)	(6,402,334)	(7,188,968)	(7,950,581)	(6,879,319)	(8,821,236)	(6,837,497)	(12,104,052)	(11,993,562)	(16,681,841)	(12,645,602)	(11,203,146)
Ending Balance Operating Fund		5,531,567	4,929,028	4,145,850	3,560,754	2,822,426	3,940,689	3,431,903	4,022,437	3,285,926	8,549,839	7,456,274	7,733,635
Investments													
Money Markets		5,531,567	4,929,028	4,145,850	3,560,754	2,822,426	3,940,689	3,431,903	4,022,437	3,285,926	8,549,839	7,456,274	7,733,635
90.00													
180.00													
180.00													
270.00													
270.00													
Total Operating Cash, Cash equivalents, Invested		5,531,567	4,929,028	4,145,850	3,560,754	2,822,426	3,940,689	3,431,903	4,022,437	3,285,926	8,549,839	7,456,274	7,733,635
Average Rate of Return General Funds		1.93%	2.03%	2.14%	2.25%	2.41%	2.51%	2.60%	2.69%	3.82%	3.96%	4.01%	4.04%
Average		2.24%	2.50%	2.81%	3.01%	3.66%	3.46%	3.51%	3.71%	3.82%	4.09%	4.13%	4.11%
Average		6,169,890	5,963,080	5,703,476	5,435,635	5,145,279	5,024,820	4,880,009	4,808,545	3,285,926	5,917,883	6,430,680	6,756,419

Cash Available - Other Restricted Funds

	Rate	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24
Beg. Balance-Other Restricted Funds - Cash, Cash equivalents, Investments		426,097	427,405	428,924	430,428	432,047	433,645	435,308	437,156	438,953	440,817	442,629	444,508
Cash in		1,308	1,519	1,504	1,619	1,598	1,663	1,849	1,797	1,864	1,812	1,880	1,888
Cash out													
Ending Balance Other Restricted Funds		427,405	428,924	430,428	432,047	433,645	435,308	437,156	438,953	440,817	442,629	444,508	446,396
Investments													
Money Market		427,405	428,924	430,428	432,047	433,645	435,308	437,156	438,953	440,817	442,629	444,508	446,396
91.00	0.70%												
91.00	1.10%												
91.00	1.15%												
91.00	1.35%												
90.00	1.70%												
91.00	2.05%												
90.00	2.15%	-	-	-	-	-	-	-	-	-	-	-	-
365.00	80.00%												
Total Other Restricted Funds		427,405	428,924	430,428	432,047	433,645	435,308	437,156	438,953	440,817	442,629	444,508	446,396
Average Rate of Return Other Restricted Funds		3.19%	3.32%	3.47%	3.58%	3.68%	3.76%	3.88%	3.97%	5.00%	5.00%	5.00%	5.00%
Average		4.00%	4.00%	4.35%	4.35%	4.50%	4.50%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
Average		424,882	425,556	428,252	426,976	427,717	428,476	429,265	430,073	440,817	441,723	442,651	443,587
Total - Bal excludes payroll related cash accounts		5,958,972	5,357,952	4,576,278	3,992,801	3,256,071	4,375,997	3,869,059	4,461,390	3,726,743	8,992,468	7,900,782	8,180,031
Total Average Rate of Return		1.99%	2.09%	2.17%	2.25%	2.34%	2.41%	2.51%	2.58%	4.04%	4.08%	4.20%	4.21%

**Bay-Arenac Behavioral Health
Finance Council Board Meeting
Summary of Proposed Contracts
February 7, 2024**

		Old Rate	New Rate	Term	Out Clause?	Performance Issues? (Y/N) Risk Assessment Rating (Poor/Fair/Good/Excellent)
SECTION I. SERVICES PROVIDED BY OUTSIDE AGENCIES						
Clinical Services						
1	N	Josh Smith, LMSW of Intuitive Mind Training and Consulting Single Case Agreement for Consultation Services for 1 BABHA Individual	\$0	\$225/hour for up to 7 hours	1/22/24 - 5/31/24	Y N
2	N	Iris Telehealth - Christopher Fox Telehealth Outpatient Therapy Services - minimum of 40 hours/week	\$0	\$77/hour	1/25/24 - Ongoing	Y N
3	M	Michigan Community Services, Inc. Windmere home is closing due to being sold	\$982.61/day	\$0	2/19/2024	Y N
4	M	Hope Network Behavioral Health Services Addition of the following services to the contract: 97151 - Behavioral Identification Assessment H0032 TS - Treatment Plan Monitoring	\$0	\$17.69/unit \$220.81/encounter	1/24/24 - 9/30/24	Y N
5	M	Michigan Community Services, Inc. Increase to temporary unit rate for CLS/SIP services	\$10.94/unit	\$11.69/unit	3/1/24 - 9/30/24	Y N
6	M	Game Changer Pediatric Therapy Services Case Specific Agreement for CLS services for 1 BABHA individual	\$0	CLS: \$7.67/unit	2/8/24 - 5/31/24	Y N
Admin/Other Services						
7	R	Zoom Video Communications Teleconferencing services	\$12.99/user	\$14.29/user	Eff. 1/01/24	Y N
8	R	Calm, Inc. Access to mental health wellness/mindfulness website 245 users reduced to 175 users	\$5,674/year \$1.93/user/month	\$5,460/year \$2.60/user/month	3/3/24-3/2/25	N/A N
9	ES	Pitney Bowes Mail machine rental - Mulholland 2nd floor	\$94.93/month	Same	3/30/24-6/29/24	N/A N
10	D	Pitney Bowes Mail machine rental - Mulholland 2nd floor	\$94.93/month	\$82.09/month	6/30/24-6/29/29	Y N
11	ES	Pitney Bowes Mail machine rental - Wirt	\$53.22/month	Same	3/30/24-6/29/24	N/A N
12	R	Pitney Bowes Mail machine rental - Wirt	\$53.22/month	\$66.96/month	6/30/24-6/29/29	Y N
13	ES	Pitney Bowes Mail machine rental - Parish Road	\$147.59/month	Same	3/30/24-6/29/24	N/A N
14	N	AT&T Office@Hand e-fax service line	N/A	\$35.99/month	2/16/24-MTM	Y N
SECTION II. SERVICES PROVIDED BY THE BOARD (REVENUE CONTRACTS)						
SECTION III. STATE OF MICHIGAN GRANT CONTRACTS						
SECTION IV. MISC PURCHASES REQUIRING BOARD APPROVAL						

R = Renewal with rate increase since previous contract
D = Renewal with rate decrease since previous contract
S = Renewal with same rate as previous contract
ES = Extension

M = Modification
N = New Contract/Provider
NC = New Consumer
T = Termination

Footnotes:

2 Credentialing isn't complete for this individual.



Proposal

Wireless Quote

Quote #: NSOQ34311-03

Prepared for
Jesse Bellinger
Bay Arenac Behavioral Health
jbellinger@babha.org

Prepared by
Trevor Shetler
NetSource One, Inc.
989-498-4534
trevor.shetler@nsoit.com



STATEMENT OF WORK

Wireless Quote

SOW # NSOQ34311-03

SOW Issue Date: 1/29/2024	Services Provided By: NetSource One, Inc. 5454 Hampton Place Saginaw, MI 48604	Services Provided For: Bay Arenac Behavioral Health 909 Washington Ave. Bay City, MI 48708
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This SOW, effective as of the signatory date below, is entered into by and between NetSource One and Client and describes the requirements by the parties for the successful provisioning of the services.

PROJECT DESCRIPTION AND SCOPE

Project Overview

- Configure NetSource One Wireless cloud controller powered by Ruckus
- Configure Ruckus Access points (AP's) for the following locations: Mullholland, Madison, WIRT, North Bay, and Arenac
- Ruckus AP license are NSO owned per the MSP agreement

NSO Responsibilities

- Design Services
- Project Management
- Setup a new Ruckus One Wireless Cloud Controller
- Configure Firewalls with policies required for Cloud controller
- Configure Access point to manufacturer and NSO best practices
- Register Access point to controller
- Configure and install new Ruckus AP's to replace the existing Ruckus R500 AP's
- Remove DHCP options prior to AP at site being installed
- WIRT must be installed last due to ZoneDirector being located there
- Remove ZoneDirector at WIRT prior to WIRT AP installation
 - All other sites must be off of ZoneDirector
- New AP's will be installed 1:1 with existing AP's using existing VLANs, and SSID's
- Attend to the following items managed by NetSource One if needed:
 - Reconfigure any affected authentication services (Ex. RADIUS, LDAP, and DUO)
 - Adjust SIEM logging/monitoring (Ex. StratoZen and Blumira)
 - Update availability and performance monitoring (Ex. Zabbix, Automate, Auvik)
 - Update client agreements
- Remove ZoneDirector at WIRT
- Update NetSource One documentation of new device (configuration and support renewal status)
- Project close meeting

Client Responsibilities

- The client will consider the project complete based on Completion Criteria (as defined in the Project Plan)

- Active 3rd-party vendor support for any line of business software involved
- Installation of Access Points

Assumptions

- Services on-site only performed when necessary
- When possible, client will provide two separate battery and surge protected power feeds when equipment with dual power supplies is installed
- Installation to occur during business hours
- Allow for a period of downtime to occur during installation

Out-of-Scope

- Training on new systems (can be included at additional cost upon request)
- On site Labor
- Electrical/network cabling changes/moves
- Wireless Site Survey
- Assisting with Client Responsibilities

Wireless Quote

Thank you for considering NetSource One for your technology needs. The details of your quote are below:

NOTICE: Due to volume, inclement weather, and Covid-19 impacts some of our vendor/carrier partners are experiencing shipping delays. There may be extended delivery time frames from time of quoting to placing order(s), therefore we cannot guarantee exact shipping/delivery dates. We appreciate your understanding and thank you so much for your business!

Products

Description	Qty	Unit Price	Ext Price
<i>Ruckus R550 Dual Band AX Indoor Wireless Access Point - Bluetooth, ZigBee, Wi-Fi 6 - 2.4 GHz, 5 GHz - DC power / PoE (Optional)</i>	30	\$500.00	\$15,000.00
Ruckus One Professional Subscription Support (1 AP/Switch) - 3 Years	30	\$290.00	\$8,700.00
		SubTotal	\$8,700.00

Professional Services (Fixed Fee)

Description	Qty	Unit Price	Ext Price
Professional Services (Fixed Fee) - Labor is quoted as a fixed-fee per statement of work - Any item not outlined in the statement of work is not included and therefore may be subject to additional pricing at our standard T&M rates on a separate ticket			
		SubTotal	\$5,170.00

Monthly Services

Description	Qty	Unit Price	Ext Price
Premium Managed Wireless Access Points: - 24x7 availability and performance monitoring and alerting - Quarterly firmware reviews and updates (if required) - Remote administration & break-fix during normal business hours	30	\$4.00	\$120.00
Wireless Controller Management - 24x7 Monitoring and alerting - Remote administration & break-fix (during normal business hours)	1	\$50.00	\$50.00
		Monthly SubTotal	\$170.00



QUOTE

Quote No: NSOQ34311-
Delivery Date: 1/29/2024
Expiration Date: 2/26/2024

Wireless Quote

Prepared For:
Bay Arenac Behavioral Health
909 Washington Ave.
Suite #8
Bay City, MI 48708
Jesse Bellinger
(989) 497-1311
jbellinger@babha.org

Shipping to:
Brenda Boughner
5454 Hampton Place
Saginaw, MI 48604-9282
United States

Prepared By:
NetSource One, Inc.
5454 Hampton Pl
Saginaw, MI 48604
Trevor Shetter
989-498-4534
trevor.shetter@nsoit.com

Summary

Description	Amount
Products	\$8,700.00
Professional Services (Fixed Fee)	\$5,170.00
Monthly Services	\$170.00
Subtotal:	\$14,040.00
Tax:	\$0.00
Shipping:	\$0.00
Grand Total:	\$14,040.00

Recurring Amounts:
\$170.00 Billed Monthly

Acceptance

I hereby agree to abide by the terms set forth in the Master Services Agreement and related Addendum(s) at the following link:
<http://www.nsoit.com/legal>.

NetSource One, Inc.

Bay Arenac Behavioral Health

Signature: _____
Name: Trevor Shetter
Date: 1/29/2024

Signature: _____
Name: Jesse Bellinger
Date: _____

Quote Notes

**** A 50% down payment on product will be required at time of quote approval, prior to ordering ****

Any services (if applicable) to be completed during normal business hours (unless otherwise indicated). Out of scope labor, travel & mileage will be billed at time & materials.

If applicable, any leasing information provided is subject to credit approval. The proposal provides an approximate monthly payment for hardware, software and services based upon the contract type and term in months. Any change in the amount financed will change this information. Pricing valid 30 days from day quote is initiated, unless otherwise stated in quote. Taxes, shipping, handling and other fees may apply. Please do not pay from this quote, you will receive an invoice with the detailed charges. We reserve the right to cancel orders arising from pricing or other errors. Risk of loss and transfer of ownership is assigned to the purchaser at time of shipment from Manufacturer or Distributor.