

MINUTES

BAY ARENAC BEHAVIORAL HEALTH BOARD OF DIRECTORS

FINANCE COMMITTEE MEETING

Wednesday, July 10, 2024 at 5:00 pm

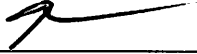
Room 225, Behavioral Health Center, 201 Mulholland Street, Bay City, MI 48708

Committee Members:	Present	Excused	Absent	Committee Member	Present	Excused	Absent	Others Present:
Tim Banaszak, Ch	<u>X</u>	_____	_____	Pam Schumacher	<u>X</u>	_____	_____	BABH: Carole O'Brien, Marci Rozek, Chris Pinter, and Sara McRae Legend: M-Motion; S-Support; MA- Motion Adopted; AB-Abstained
Sally Mrozinski, V Ch	<u>X</u>	_____	_____	Pat McFarland, Ex Off	<u>X</u>	_____	_____	
Jerome Crete	<u>X</u>	_____	_____	Robert Pawlak, Ex Off	<u>X</u>	_____	_____	
Christopher Girard	<u>X</u>	_____	_____	Richard Byrne, Ex Off	<u>X</u>	_____	_____	
Kathy Niemiec	<u>X</u>	_____	_____					

	Agenda Item	Discussion	Motion/Action
1.	Call To Order & Roll Call	Committee Chair, T. Banaszak, called the meeting to order at 5:00 pm.	
2.	Public Input (Maximum of 3 Minutes)	Abigail Rose was in attendance but did not wish to address the Committee.	
3.	Investment Earning Reports for Period Ending June 30, 2024	3) M. Rozek reviewed the reports noting payments and cash balances for the month of June. M. Rozek reported BABH requested additional funds from MidState Health Network (MSHN) to assist with cash flow issues.	3) On motion of C. Girard and support of S. Mrozinski, the investment earnings reports for period ending June 30, 2024 were referred to the full Board for information. The motion was adopted unanimously.
4.	Contracts 4.1) Financial Statement Audit Bid Report	4.1) M. Rozek reviewed the request for proposal (RFP) results and administration's recommendation for awarding the bid to Yeo & Yeo. M. Rozek noted Yeo & Yeo have served as the agency's auditors since 2015. There were general discussions regarding to the policy for selecting the low bidder, the importance of community mental health experience, changing auditors periodically for a fresh set of eyes, internal check and balances with the Yeo & Yeo team approach, compliance audit specifics, and history of audit firms contracted by BABH.	4.1) No action was necessary

	<p>4.2) Copy Machine Bid Report</p> <p>4.3) Finance July 2024 Contract List</p>	<p>4.2) M. Rozek reported two copy machines need to be replaced due to their age. M. Rozek reviewed the quotes for leasing or purchasing new machines and administration's recommendations for purchasing the machines. The cost benefit of purchasing is evident after five years. BABH typically utilizes a copy machine for 10 years. M. Rozek also reported the cost of the machines are under the threshold to capitalize the purchase. There were discussions regarding the cost to service the machines in addition to the purchase cost, data on utilization, and all functions of the machines even though copying is primary.</p> <p>4.3) M. Rozek reviewed the contract list with the Committee requesting item #3, Integrated Services of Kalamazoo, be removed. There were general discussions regarding room and board charges paid with general fund dollars and Healthy Transitions contract for crisis residential options.</p>	<p>4.2) On motion of J. Crete and support of R. Pawlak, the purchase of two copy machines from Xerox for an amount of \$9,864 were referred to the full Board for approval. The motion was adopted unanimously.</p> <p>4.3) On motion of S. Mrozinski and support of R. Pawlak, the Finance July 2024 contract list as amended was referred to the full Board for approval. The motion was adopted unanimously.</p>
5.	<p>Unfinished Business</p>	<p>There was not any unfinished business presented to the Committee.</p>	
6.	<p>New Business</p> <p>6.1) New Dimensions Contract</p>	<p>6.1) M. Rozek reported New Dimensions is a vocational and community living support (CLS) services provider. New Dimensions requested to settle their contract six months into the fiscal year (FY) due to costs. New Dimensions contract has a maximum settlement of \$390,000 and they are currently exceeding the agreed upon settlement amount. Administration is evaluating the requests and comparing service costs amongst the three vocational and CLS providers. C. Pinter reported the legacy issues regarding the vocational and CLS providers, changes in service requirements, and funding. Administration will keep the Committee updated. There were general discussions relative to the request for additional funds, providers working within guidelines, the legacy of New Dimensions, importance of individuals receiving services, and the impacts of COVID.</p>	<p>6.1) No action was necessary</p>

7. Adjournment	On motion of R. Pawlak and support of C. Girard, the motion adjourned at 5:33 pm. The motion passed unanimously.
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Tim Banaszak, Committee Chair