

MINUTES

BAY ARENAC BEHAVIORAL HEALTH BOARD OF DIRECTORS

AUDIT COMMITTEE MEETING

Tuesday, July 16, 2024 at 5:00 pm

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

Committee Members:	Present	Excused	Absent	Committee Members:	Present	Excused	Absent	Others Present:
Pat McFarland, Ex Off, Ch	X	_____	_____	Sally Mrozinski	X	_____	_____	BABH: Marci Rozek, Ellen Lesniak,
Robert Pawlak, Ex Off, V Ch	X	_____	_____	Marie (Toni) Reese	_____	_____	X	Michele Perry, Eric Strode, and Sara
Tim Banaszak	_____	X	_____	Richard Byrne, Ex Off	X	_____	_____	McRae
Jerome Crete	_____	X	_____					Legend: M-Motion; S-Support; MA-
								Motion Adopted; AB-Abstained

	Agenda Item	Discussion	Motion/Action
1.	Call To Order & Roll Call	<p>Committee Chair, P. McFarland, called the meeting to order at 5:00 pm.</p> <p>There were general discussions regarding meeting attendance and process to excuse board members per the BABH Bylaws.</p>	<p>On motion of R. Byrne and support of R. Pawlak, T. Banaszak was excused. The motion passed unanimously.</p> <p>On motion of R. Byrne and support of R. Pawlak, J. Crete was excused. The motion passed unanimously.</p>
2.	Public Input (Maximum of 3 Minutes)	There were not any members of the public present.	
3.	<p>Unfinished Business</p> <p>3.1) Horizon Home Chair Purchase</p>	3.1) M. Rozek reviewed pictures of the indestructible chair purchased for Horizon Home as requested at last month's meeting and provided specs of the chair.	3.1) No action was necessary
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 June 30, 2024</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 reporting the note section has been revised to include the per eligible per member month funding versus the budget funding. There were general discussions regarding the</p>	<p>4.1) No action was necessary</p> <p>4.2) On motion of R. Byrne and support of S. Mrozinski, the Financial Statements for period ending June 30, 2024 were referred to the full Board for approval. The motion was adopted unanimously.</p>

<p>4.3) Electronic Fund Transfers (EFTs) for Period Ending June 30, 2024</p>	<p>funding from Midstate Health Network (MSHN), MSHN's requirements under the law to fund the community mental health (CMH) agencies, BABH budget shortages, cash flow, and that BABH is requesting additional funds prior to the end of the fiscal year (FY) due to cash flow.</p>	<p>4.3) On motion of R. Byrne and support of R. Pawlak, the EFTs for period ending June 30, 2024 were referred to the full Board for approval. The motion was adopted unanimously.</p>
<p>4.4) Review of Selected Disbursements & Health Care Claims Chosen from Summary Report by CFO</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 for further review. These included E06097 Staples for office supplies for the Madison Clinic, 99899 Arenac Public Transit Authority for consumer bus tickets, 99900 Audio Central Alarm, Inc. for an alarm panel upgrade at Madison, 99905 Bestway Company, Inc. for hallway cleaning on third floor Mulholland, 99918 Complete Maintenance for power washing the Horizon Home fence and windows, 99924 Graff Chevrolet for vehicle repairs and maintenance, 99943 Michigan Municipal Risk Management Authority for general liability insurance premium, 99911 Brown & Brown for insurance broker fees, 99922 Eye Med for vision insurance, and 5703-E05592 Do-All, Inc. for vocational and community living support services. There were general discussions regarding the Horizon Home fence size, the number of windows at Horizon Home, liability coverage, and the insurance brokerage fee. Administration will follow up with more details on the specifics of the liability coverage and the insurance brokerage fee.</p>	<p>4.4) No action was necessary</p>
<p>4.5) Consideration of Approval of Disbursements & Health Care Claims Totals</p>	<p>4.5) M. Rozek reported the dollar amount on check, E06106 for board member travel reimbursement on page 6, was entered incorrectly. The correct amount is \$337.68. This also changes the total disbursement amount on page 27 to \$4,513,633.07.</p>	<p>4.5) On motion of R. Pawlak and support of S. Mrozinski, the disbursements and health care payments from May 20, 2024 through June 21, 2024 as amended were referred to the full Board for approval. The motion was adopted unanimously.</p>

5. Adjournment	On motion of R. Pawlak and support of S. Mrozinski, the meeting adjourned at 5:25 pm. The motion passed unanimously.
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Pat McFarland, Committee Chair