

# MINUTES

## BAY ARENAC BEHAVIORAL HEALTH BOARD OF DIRECTORS FACILITIES & SAFETY COMMITTEE MEETING

Monday, July 8, 2024 at 5:00 pm  
Room 225, Behavioral Health Center, 201 Mulholland Street, Bay City, MI 48708

<b>Committee Members:</b>	<b>Present</b>	<b>Excused</b>	<b>Absent</b>	<b>Committee Members:</b>	<b>Present</b>	<b>Excused</b>	<b>Absent</b>	<b>Others Present:</b>
Jerome Crete, Ch	_____	X	_____	Carole O'Brien	X	_____	_____	BABH: Marci Rozek, Eric Strode, and Sara McRae
Christopher Girard, V Ch	X	_____	_____	Robert Pawlak, Ex Off	X	_____	_____	
Patrick Conley	_____	X	_____	Richard Byrne, Ex Off	X	_____	_____	
Sally Mrozinski	X	_____	_____					Legend: M-Motion; S-Support; MA-Motion Adopted; AB- Abstained

	Agenda Item	Discussion	Motion/Action
1.	Call To Order & Roll Call	Committee Chair, C. Girard, called the meeting to order at 5:00 pm.	On motion of S. Mrozinski and support of C. O'Brien, J. Crete was excused. The motion passed unanimously.  On motion of S. Mrozinski and support of R. Pawlak, P. Conley 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.	
4.	New Business 4.1) Facilities Update, E. Strode	4.1) E. Strode provided the facilities update noting activity relative to Horizon Home including the installation of a new washing machine, repairs to the deck, and being awarded a grant by the Michigan Department of Health and Human Services (MDHHS) for an air purification unit. E. Strode reported the wood shop equipment from North Bay has been donated as well as the Madison Building roof top units have been fixed and carbon <del>monoxide</del> detectors were installed. E. Strode also reported the Arenac Center <del>parking lot is being repaired and there are</del> drainage issues at the back	4.1) No action was necessary

	<p>4.2) Michigan Municipal Risk Management Authority (MMRMA) Facility Site Review &amp; Corrective Action Plan, E. Strode</p> <p>4.3 Strategic Plan revisions for Physical Plant Evaluation, M. Rozek</p>	<p>of the property. E. Strode is obtaining quotes to correct the drainage matter. M. Rozek reported there <del>are will be a need to replace</del> four to five vehicles in the agency fleet <u>that are being reviewed for potential replacement</u> due to the cost of repairs and maintenance on aging vehicles. Administration is researching leasing and purchasing options. There were discussions regarding the total number of fleet vehicles, the evaluation and inspection process for the agency fleet; the age of vehicles in the fleet and estimated vehicle life, average miles on agency vehicles, and the utilization of specialty equipment such as wheelchair lifts on agency vehicles.</p> <p>4.2) E. Strode reviewed the MMRMA report and corrective action plan. The purpose of the report is to identify health and safety risks at BABH facilities. There were general discussions related to the background check process, securing keys for controlled medications, and displaying holiday lights.</p> <p>4.3) M. Rozek reported on the new strategic plan initiative to evaluate space needs and capacity because of the more recent remote work policies. M. Rozek also reviewed the lease for office space. There were general discussions regarding notice of termination clauses and giving any landlords as much notice as possible if terminating a lease.</p>	<p>4.2) No action was necessary</p> <p>4.3) No action was necessary</p>
5.	Adjournment	On motion of S. Mrozinski and support of C. O'Brien, the meeting adjourned at 5:22 pm. The motion passed unanimously.	

  
 Jerome Crete, Committee Chair