

MINUTES

BAY ARENAC BEHAVIORAL HEALTH BOARD OF DIRECTORS PERSONNEL & COMPENSATION COMMITTEE MEETING

Thursday, May 30, 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:
Jerome Crete	X	_____	_____	Marie (Toni) Reese	X	_____	_____	BABH: Jennifer Lasceski, Chris Pinter, and Sara McRae Legend: M-Motion; S-Support; MA-Motion Adopted; AB-Abstained
Patrick Conley	X	_____	_____	Robert Pawlak, Ex Off	_____	5:01 pm	_____	
Kathy Niemiec	X	_____	_____	Richard Byrne, Ex Off	X	_____	_____	
Carole O' Brien	X	_____	_____					

	Agenda Item	Discussion	Motion/Action
1.	Call To Order & Roll Call	<p>Committee Chair Pro Tem, J. Crete, called the meeting to order at 5:00 pm.</p> <p>R. Pawlak arrived at 5:01 pm.</p>	On motion of R. Byrne and support of J. Crete, 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.	<p>Nomination & Elections</p> <p>3.1) Committee Chair</p> <p>3.2) Committee Vice Chair</p>	<p>3.1) Committee Chair Pro Tem, J. Crete, asked for nominations for Committee Chair. R. Byrne nominated J. Crete for Committee Chair. T. Reese supported the nomination. Hearing no other nominations, Committee Chair Pro Tem, J. Crete, closed nominations. The Committee elected J. Crete as Chair for a term of one year.</p> <p>3.2) Committee Chair, J. Crete, asked for nominations for Committee Vice Chair. R. Byrne nominated P. Conley for Committee Vice Chair. T. Reese supported the nomination. Hearing no other nominations, Committee Chair, J. Crete, closed nominations. The Committee elected P. Conley as Vice Chair for a term of one year.</p>	

4.	Personnel Change & Vacancy Reports 4.1) January 2024 – March 2024	4.1) J. Lasceski reviewed the reports with the Committee noting new hires. There were discussions related to current open positions and positions with an on-hold status.	4.1) No action was necessary
5.	Benefits 5.1) Fiscal Year 2024 Compensation Proposal 5.2) Employee Handbook Proposed Revisions 5.3) Earned Time Out (ETO) Buyout Update	5.1) J. Lasceski reported the history of pay increases, retention payments, and mandated increases for direct support professionals and residential technicians since 2018. J. Lasceski reported on the impacts on COVID, the competitive staffing market, the Community Mental Health Association (CMHA) salary survey, and salary comparisons with neighboring community mental health (CMH) salary schedules and benefit packages. C. Pinter reported on the overall budget situation within the Midstate Health Network (MSHN) region, which BABH is dependent upon. Administration is recommending a 2% salary increase for all agency staff except contractors and direct support professionals/residential technicians that received a pay increase at the beginning of the fiscal year (FY). There were general discussions related to raises are market related, BABH does not have a performance-based wage system, the recommendation is a fair increase based on what the budget can sustain, possibility of another increase at the beginning of next fiscal year, the importance of having competitive wages, generational differences in the workforce and what each values, it is policy to review wages annually, and the insurance opt out option. 5.2) J. Lasceski reviewed the proposed changes to the Employee Handbook. There were discussions related to signing bonuses and step increases, retention efforts, and types of shoes noted in the dress code. 5.3) J. Lasceski provided an update on the ETO Buyout noting the payments will be issued tomorrow.	5.1) On motion of R. Byrne and support of P. Conley, the compensation increase recommendation of 2% for all staff except contracts and direct support professionals/residential technicians effective June 1, 2024 was referred to the full Board for approval. The motion was adopted unanimously. 5.2) On motion of R. Pawlak and support of P. Conley, the proposed revisions to the Employee Handbook were referred to the full Board for approval. The motion was adopted unanimously. 5.3) No action was necessary
6.	Unfinished Business	There was not any unfinished business presented to the Committee.	

7.	<p>New Business</p> <p>7.1) Dashboard Review</p> <p>7.2) Proposed Fair Labor Standards Act (FLSA) Changes</p> <p>7.3) Chief Executive Officer Evaluation 2024</p>	<p>7.1) J. Lasceski reviewed the reports relative to the Committee's functions.</p> <p>7.2) J. Lasceski reviewed the changes to the FLSA that take effect July 1, 2024 regarding salary threshold overtime exemption changes. The minimum salary threshold was increased from roughly \$35,500 to \$43,800. J. Lasceski also reported the salary threshold will be increased to \$58,600 on January 1, 2025. J. Lasceski discussed the impact on BABH resulting from the FLSA rule changes.</p> <p>7.3) J. Lasceski distributed the CEO evaluation. The evaluations are due back to Human Resources by Juen 14, 2024. The Committee will review the results with the CEO at the next regular meeting in July.</p>	<p>7.1) No action was necessary</p> <p>7.2) No action was necessary</p> <p>7.3) No action was necessary</p>
8.	Adjournment	On motion of R. Pawlak and support of P. Conley, the meeting adjourned at 5:49 pm. The motion passed unanimously.	


 Jerome Crete, Committee Chair