

# MINUTES

**BAY ARENAC BEHAVIORAL HEALTH  
BOARD OF DIRECTORS  
FACILITIES & SAFETY COMMITTEE MEETING  
Monday, August 12, 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  Legend: M-Motion; S-Support; MA-Motion Adopted; AB- Abstained
Christopher Girard, V Ch	X	_____	_____	Robert Pawlak, Ex Off	X	_____	_____	
Patrick Conley	X	_____	_____	Richard Byrne, Ex Off	X	_____	_____	
Sally Mrozinski	X	_____	_____					

	Agenda Item	Discussion	Motion/Action
1.	Call To Order & Roll Call	Committee Chair, J. Crete, called the meeting to order at 5:00 pm.  All the members were present.	
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 presented.	
4.	<b>New Business</b> 4.1) Facilities Update, E. Strode	4.1) E. Strode and M. Rozek provided the facilities update noting items for Horizon Home including the indestructible couch has been ordered, the air purifier from the State has been delivered, and the railing repairs are underway. There is a bat issue at North Bay, and administration is in the process of obtaining quotes. The Arenac Center parking lot patchwork has started. The United Way lease expires in the Summer of 2025. Currently BABH has two departments in the Untied Way Building, which are being relocated to other BABH facilities. Administration will begin discussions with Untied Way about the lease termination. There were general discussions related to the cost of the United Way lease,	4.1) No action was necessary

	<p>4.2) Agency Fleet of Vehicles</p> <p>4.3) Safety Committee Meeting Notes from August 7, 2024</p>	<p>whether administration anticipates an increase of employee mileage reimbursements with relocating the IT department to North Bay, and the cost of the indestructible couch for Horizon Home.</p> <p>4.2) M. Rozek reported administration is evaluating leasing options versus purchasing for agency vehicles due to the overall age of the fleet. E. Strode and M. Rozek reviewed the agency fleet data consisting of vehicle mileage, age, repair and maintenance costs, and utilization. There were general discussions regarding fuel costs and the agency gas card process, how vehicle mileage is recorded, agency vehicles are not assigned to an employee but to the departments, whether BABH has an agency fleet transition plan, the budget process for requesting vehicle purchases, the ideal agency vehicle age, the aging fleet, the leasing program through Enterprise and resale option, potential savings might be minimal, the importance of safety, knowing vehicle costs makes budgeting and decisions easier, fleet management control, and phasing the older vehicles out of the fleet.</p> <p>4.3) E. Strode reviewed the notes with the Committee. There were general discussions related to the responsibilities of the site safety representatives and the process to select these individuals.</p>	<p>4.2) No action was necessary</p> <p>4.3) No action was necessary</p>
5.	Adjournment	On motion of C. Girard and support of P. Conley, the meeting adjourned at 5:24 pm. The motion passed unanimously.	

  
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 Jerome Crete, Committee Chair