



**BOARD OF DIRECTORS
REGULAR MEETING**

Thursday, August 15, 2024 at 5:00 pm
Arenac Center, 1000 West Cedar Street, Standish, MI 48658

MINUTES

<u>Board Members:</u>	Present	Excused	Absent
Richard Byrne, Chair	X	_____	_____
Robert Pawlak, Vice Chair	X	_____	_____
Patrick McFarland, Treasurer	X	_____	_____
Christopher Girard, Secretary	X	_____	_____
Tim Banaszak	X	_____	_____
Patrick Conley	X	_____	_____
Jerome Crete	X	_____	_____
Sally Mrozinski	X	_____	_____
Kathy Niemiec	X	_____	_____
Carole O'Brien	X	_____	_____
Marie (Toni) Reese	_____	X	_____
Pamela Schumacher	X	_____	_____

OTHERS PRESENT FROM BAY ARENAC BEHAVIORAL HEALTH (BABH)
Chris Pinter, Heather Friebe, Jennifer Lasceski, Marci Rozek, and Sara McRae

CALL TO ORDER & ROLL CALL
Board Chair, R. Byrne, called the meeting to order at 5:00 pm.

M#122-24: On motion of T. Banaszak and support of C. Girard, T. Reese was excused. The motion was adopted unanimously.

PUBLIC INPUT
There were not any members of the public present.

REGULAR BOARD MEETING, July 18, 2024

Meeting Minutes:

M#123-24: On motion of C. Girard and support of T. Banaszak, the Board approved the minutes of the regular Board meeting of July 18, 2024. The motion was adopted unanimously.

PERSONNEL & COMPENSATION COMMITTEE, July 23, 2024

CEO Contract Addendum:

R#2408001: On motion of J. Crete and support of R. Pawlak, the board approved an addendum to the current CEO contract approving an additional 40 hours of earned time off (ETO) from the previous year. The motion was adopted unanimously.

Meeting Minutes:

M#124-24: On motion of J. Crete and support of S. Mrozinski, the Board approved the minutes of the Personnel and Compensation Committee meeting of July 23, 2024. The motion was adopted unanimously.

RECIPIENT RIGHTS ADVISORY & APPEALS COMMITTEE, August 1, 2024

Meeting Minutes:

M#125-24: On motion of P. McFarland and support of S. Mrozinski, the Board approved the minutes of the Recipient Rights (RR) Advisory & Appeals Committee meeting of August 1, 2024. The motion was adopted unanimously.

HEALTH CARE IMPROVEMENT & COMPLIANCE COMMITTEE, August 5, 2024

Meeting Minutes:

M#126-24: On motion of R. Pawlak and support of T. Banaszak, the Board approved the minutes of the Health Care Improvement and Compliance (HCIC) Committee meeting of August 5, 2024. The motion was adopted unanimously.

FINANCE COMMITTEE MEETING, August 7, 2024

Investment Earnings Balances:

M#127-24: On motion of T. Banaszak and support of C. Girard, the Board accepted the investment earnings balances for the period ending July 31, 2024. The motion was adopted unanimously.

Contract List:

R#2408002: On motion of T. Banaszak and support of S. Mrozinski, the Board approved the Finance August 2024 Finance contract list. The motion was adopted unanimously.

Meeting Minutes:

M#128-24: On motion of T. Banaszak and support of P. Conley, the Board approved the minutes of the Finance Committee meeting of August 7, 2024. The motion was adopted unanimously.

BYLAWS & POLICIES COMMITTEE, August 7, 2024

Policies Beginning 30-Day Review:

R#2408003: On motion of T. Banaszak and support of C. Girard, the Board approved the following policies to begin 30-day review:

- 1) Uses and Disclosures Protected Health Information under HIPPA, the Michigan Health Codes, and the Code of Federal Regulations, 13-1-14 (deletion)
- 2) Uses and Disclosures of Protected Health Information under HIPPA, the Michigan Health Codes, and the Code of Federal Regulations – Additional Guidelines for Supervisors/Managers, 13-1-17 (deletion)
- 3) Uses and Disclosures of Protected Health Information under HIPPA, the Michigan Health Code, and the Code of Federal Regulations, 13-1-21 (new)

The motion was adopted unanimously.

R#2408004: On motion of T. Banaszak and support of P. Schumacher, the Board approved the following policies to begin 30-day review:

- 1) Accepting and Handling Credit and Debit Card Payments, 8-3-15 (new)
- 2) Encounter Quality Initiative (EQI) Reports, 2-1-7 (revision)

The motion was adopted unanimously.

Meeting Minutes:

M#129-24: On motion of T. Banaszak and support of S. Mrozinski, the Board approved the minutes of the Bylaws & Policies Committee meeting of August 7, 2024. The motion was adopted unanimously.

PROGRAM COMMITTEE, August 8, 2024

Meeting Minutes:

M#130-24: On motion of C. Girard and support of J. Crete, the Board approved the minutes of the Program Committee meeting of August 8, 2024. The motion was adopted unanimously.

FACILITIES & SAFETY COMMITTEE, August 12, 2024

Meeting Minutes:

M#131-24: On motion of J. Crete and support of P. Conley, the Board approved the minutes of the Facilities & Safety Committee meeting of August 12, 2024. The motion was adopted unanimously.

AUDIT COMMITTEE, August 13, 2024

Financial Statements:

R#2408005: On motion of P. McFarland and support of T. Banaszak, the Board approved the financial statements for period ending July 31, 2024. The motion was adopted unanimously.

Electronic Fund Transfers:

R#2408006: On motion of P. McFarland and support of C. Girard, the Board approved the electronic fund transfers for period ending July 31, 2024. The motion was adopted unanimously.

Disbursements & Health Care Claims:

R#2408007: On motion of P. McFarland and support of S. Mrozinski, the Board approved the disbursement & health care claims payments from July 19, 2024 through August 16, 2024. The motion was adopted unanimously.

Meeting Minutes:

M#132-24: On motion of P. McFarland and support of T. Banaszak, the Board approved the minutes of the Audit Committee meeting of August 13, 2024. The motion was adopted unanimously.

BOARD MEETING CONTRACT LIST, August 15, 2024

M#133-24: On motion of C. Girard and support of S. Mrozinski, the Board approved the Board meeting August 2024 contract list. The motion was adopted unanimously.

REPORT FROM ADMINISTRATION

Rose Adult Foster Care Home Transition:

C. Pinter reported the new community living support (CLS) provider, Valley Residential, will not be in place by September 1, 2024. C. Pinter reviewed the transition plan noting the current provider, Bay Human Services (BHS), has submitted notice to terminate their contract for providing mental health services in the Rose Home location after August 28th. However, BHS has not submitted a notice of lease termination to Bay County, the landlord. Bay County is willing to work with both BHS and BABH through the transition. C. Pinter also reported there are currently four residents in the home and BABH will be covering staffing needs after August 28th until the new provider is fully transitioned. In addition, there will be property leases and other miscellaneous items such as utilities that BABH may need to assist with transferring during this provider transition to ensure the health and safety of the residents. The Board can delegate authority to the CEO for executing these necessary documents in a timely manner without the need for a special meeting.

M#134-24: On motion of C. Girard and support of J. Crete, the Board delegated authority to the CEO for executing any lease or contract documents with the appropriate parties to continue mental health services during the provider transition in the Rose Home, pending the fully executed documents are presented to the Board for review at the subsequent meeting cycle. The motion was adopted unanimously.

Expansion of Children's Psychiatric Beds:

C. Pinter reported there are additional grant funds available through the Michigan Department of Health and Human Services (MDHHS) Certificate of Needs (CON) Commission through a pilot program to expand the number of children's psychiatric beds. Currently, all the available beds in Bay and Arenac Counties have been assigned to Health Source in Saginaw. This information has been forwarded to McLaren Bay Region. There were general discussions noting there are two years left on the grant funds secured by Representative Beson.

Article regarding Certified Community Behavioral Health Clinics (CCBHCs):

C. Pinter reviewed the article regarding CCBHCs noting the downsides and benefits of CCBHCs. It appears to be a revenue enhancer but can be a challenge to meet requirements for rural counties. BABH administration is considering the possibility of pursuing a CCBHC designation in the next year. There were general discussions regarding reviewing the Midstate Health Network (MSHN) financial statements for the CCBHCs, the amount of funds CCBHCs put in fund balance, and a financial evaluation of CCBHCs after three years.

UNFINISHED BUSINESS

There was not any unfinished business presented to the Board.

NEW BUSINESS

Special Recipient Rights (RR) Advisory & Appeals Committee Meeting:

Board Chair, R. Byrne, reported a special RR Advisory & Appeals Committee meeting has been scheduled for 5:00 pm on Tuesday, August 27, 2024 for purposes of a mock appeal.

BABH Offices Closed/Labor Day:

Board Chair, R. Byrne, reported BABH Offices are closed on Monday, September 2, 2024 in observation of Labor Day.

Health Care Improvement & Compliance (HCIC) Committee:

Board Chair, R. Byrne, reported the September 2, 2024 HCIC Committee meeting has been canceled due to the Labor Day holiday.

Meeting Schedule:

Board Chair, R. Byrne, reported all Board and Board Committee meetings will be held in Room 225 at the Behavioral Health Center, 201 Mulholland Street, Bay City, MI 48708 for the month of September, 2024.

RR Conference:

Board Chair, R. Byrne, reported the annual Recipient Rights Conference is scheduled for Wednesday, September 25 through Friday, September 27, 2024 at the Westin Southfield Detroit in Southfield, MI.

Community Mental Health Association (CMHA) Fall Conference:

Board Chair, R. Byrne, reported the CMHA Fall Conference is scheduled for Monday and Tuesday, October 21 & 22, 2024 at Grand Traverse Resort.

Special Meetings:

Without objection, Board Chair, R. Byrne, added item 16.7, Special Meetings, to the agenda. C. Pinter reviewed the upcoming budget schedule noting special board meetings might be necessary for the budget presentation requested by the Finance Committee, the required budget hearing for the fiscal year 2025 budget, and a special Personnel and Compensation Committee meeting for evaluating the health insurance options as the quotes are coming back with significant increases.

ADJOURNMENT

M#135-24:

On motion of C. Girard and support of P. McFarland, the Board meeting adjourned at 5:20 pm. The motion was adopted unanimously.

Submitted by:



Christopher Girard, Board Secretary

Accepted by:



Richard Byrne, Board Chair