

MINUTES

BAY ARENAC BEHAVIORAL HEALTH BOARD OF DIRECTORS AUDIT COMMITTEE MEETING

Tuesday, October 15, 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: Karl White, Michele Perry, Eric Strode, and Sara McRae Legend: M-Motion; S-Support; MA- Motion Adopted; AB-Abstained
Robert Pawlak, Ex Off, V Ch	X	_____	_____	Marie (Toni) Reese	_____	X	_____	
Tim Banaszak	X	_____	_____	Richard Byrne, Ex Off	X	_____	_____	
Jerome Crete	X	_____	_____					

	Agenda Item	Discussion	Motion/Action
1.	Call To Order & Roll Call	Committee Chair, P. McFarland, called the meeting to order at 5:00 pm.	On motion of T. Banaszak and support by S. Mrozinski, T. Reese was excused. The motion was adopted 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.	<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 September 30, 2024</p>	<p>4.1) Administration found the source information for the claims selected for review.</p> <p>4.2) K. White reviewed the financial statements noting long term debt, which consists of the Arenac Center mortgage, and the unrestricted fund balance. K. White distributed and reviewed the commercial loan invoice from Huntington Bank regarding the Arenac Center mortgage (received and filed). K. White also reported the Midstate Health Network (MSHN) approved fiscal year (FY) 2024 budgeted revenue for BABH is \$61 million however, the actual BABH total revenue is \$73 million. Administration will cost settle with MSHN for necessary</p>	<p>4.1) No action was necessary</p> <p>4.2) On motion of J. Crete and support of R. Pawlak, the Financial Statements for period ending September 30, 2024 as presented were referred to the full Board for approval. The motion was adopted unanimously.</p>

	<p>4.3) Electronic Fund Transfers (EFTs) for Period Ending September 30, 2024</p> <p>4.4) Review of Selected Disbursements & Health Care Claims Chosen from Summary Report by CFO</p>	<p>funds. There were discussions regarding the specific restrictions on the unrestricted fund balance. Administration will follow up next month with more detail on the restrictions.</p> <p>4.3) K. White reviewed the EFTs including the transfers necessary for payroll, accounts payable, and to maximize interest in money market accounts.</p> <p>4.4) Administration reviewed the disbursements and health care claim invoices selected for further review. These included E6612 for employee travel reimbursements; E6625 for board member travel reimbursements; 100334 MLive Media Group for a public notice; E6588 Hospital Psychiatry for third party psychiatry services; 100349 Xerox Corporation for copier maintenance; E6497 Moduform for the Horizon Home replacement couch; 100254 Fowler Center for a consumer camp payment; 100256 Hungry Howie's Properties for consumer council meeting lunch; E6520 Peter Chang Enterprises for the electronic health record monthly maintenance fee; 100280 Reserve Account for Madison postage meter; 100284 Xerox Corporation for Mulholland copier and Arenac Center implementation fees; 100299 Verizon Wireless for wireless services; credit cards charges at Wal-Mart for hand shower and fall consumer activity; and health care claims payments 5731 Autism Systems for autism services; and 5755 Game Changer Pediatric Therapy Services for autism services. There were general discussions regarding the Horizon Home replacement couch, the public notice for the fiscal year (FY) 2025 budget hearing, third party psychiatry services are billed per service versus a flat rate, the number of cell phones on the Verizon account, the copier maintenance fees, usage per copy fees, and whether maintenance is covered in a monthly maintenance agreement, and the location of</p>	<p>4.3) On motion of R. Pawlak and support of R. Byrne the EFTs for period ending September 30, 2024 were referred to the full Board for approval. The motion was adopted unanimously.</p> <p>4.4) No action was necessary</p>
--	---	---	--

	4.5) Consideration of Approval of Disbursements & Health Care Claims Totals	Camp Fowler. Administration will report specific details of the copier maintenance fees and monthly maintenance agreements at the next meeting. 4.5) K. White reviewed the disbursement and health care claims totals.	4.5) On motion of S. Mrozinski and support of T. Banaszak the disbursements and health care payments from September 23, 2024 through October 18, 2024 were referred to the full Board for approval. The motion was adopted unanimously.
5.	Adjournment	On motion of S. Mrozinski and support of J. Crete, the meeting adjourned at 5:32 pm. The motion passed unanimously.	



Pat McFarland, Committee Chair