

MINUTES

BAY ARENAC BEHAVIORAL HEALTH BOARD OF DIRECTORS AUDIT COMMITTEE MEETING

Tuesday, September 17, 2024 at 5:00 pm

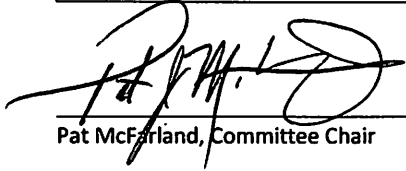
Room 225, Behavioral Health Center, 201 Mulholland Street, Bay City, MI 48708

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, Chris Pinter, 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 of S. Mrozinski, J. Crete was excused. The motion passed unanimously. On motion of T. Banaszak and support of R. Pawlak, T. Reese 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 3.1) Insurance Broker Fees	3.1) K. White reported the commission fees for Brown and Brown were previously lumped into the premium price. They are now separated out. K. White reviewed the history of commission fees. There were general discussions related to Brown and Brown's scope of work including administering and bidding insurance for BABH.	3.1) No action was necessary
4.	New Business 4.1) Selection of Disbursements & Health Care Claims from Summary Report	4.1) Administration found the source information for the claims selected for review.	4.1) No action was necessary

<p>4.2) Financial Statements for Period Ending August 31, 2024</p>	<p>4.2) K. White reviewed the financial statements noting prepaid items under current assets. There were discussions regarding the cost of physician malpractice insurance and the increase of prepaid items from the previous year.</p>	<p>4.2) On motion of R. Pawlak and support of T. Banaszak, the Financial Statements for period ending August 31, 2024 were referred to the full Board for approval. The motion was adopted unanimously.</p>
<p>4.3) Electronic Fund Transfers (EFTs) for Period Ending August 31, 2024</p>	<p>4.3) K. White reviewed the EFTs with the Committee.</p>	<p>4.3) On motion of T. Banaszak and support of S. Mrozinski, the EFTs for period ending August 31, 2024 were referred to the full Board for approval. The motion was adopted unanimously.</p>
<p>4.4) Review of Selected Disbursements & Health Care Claims Chosen from Summary Report by CFO</p>	<p>4.4) Administration reviewed the disbursements and health care claim invoices selected for further review. These included E6452 for employee travel reimbursements; 100179 Dover & Company, LLC for Horizon Home new window and installation; 100208 Protec Collision for agency vehicle repair and maintenance; 100212 for Recipient Rights/Customer Services Department clerical services; E6418 A2Z Cleaning & Restoration for janitorial services at various BABH facilities; 100124 Opportunity Center reissued check for Walk A Mile; 100108 Camp Fish Tales for missed camp payments; 100134 Consumers Energy for North Bay utilities; credit card purchase from Quality Logo Products for marketing products with logos; and health care claims payments 5360 Michigan Community Service for community living support (CLS) and residential services; 5736 Centria Healthcare, LLC for autism services. There were general discussions related to the Walk A Mile advocacy event, marketing products purchased from Quality Logo Products, the window at Horizon Home, monthly cost for janitorial services from A2Z Cleaning; and the history of compliance and quality issues with Centria Healthcare, LLC.</p>	<p>4.4) No action was necessary</p>
<p>4.5) Consideration of Approval of Disbursements & Health Care Claims Totals</p>	<p>4.5) K. White reviewed the disbursement and health care claims totals.</p>	<p>4.5) On motion of R. Pawlak and support of S. Mrozinski, the disbursements and health care payments from August 19, 2024 through September 20, 2024 were referred to the full Board for approval. The motion was adopted unanimously.</p>

5. Adjournment	On motion of T. Banaszak and support of S. Mrozinski, the meeting adjourned at 5:24 pm. The motion passed unanimously.
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Pat McFarland, Committee Chair