

AGENDA

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

Wednesday, November 6, 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: BABH: Jennifer Lasceski, Chris Pinter, and Sara McRae |
| Jerome Crete, Ch | _____ | _____ | _____ | Marie (Toni) Reese | _____ | _____ | _____ | Legend: M-Motion; S-Support; MA-Motion Adopted; AB-Abstained |
| Patrick Conley, V Ch | _____ | _____ | _____ | Robert Pawlak, Ex Off | _____ | _____ | _____ | |
| Kathy Niemiec | _____ | _____ | _____ | Richard Byrne, Ex Off | _____ | _____ | _____ | |
| Carole O' Brien | _____ | _____ | _____ | | | | | |

| | Agenda Item | Discussion | Motion/Action |
|----|---|------------|--|
| 1. | Call To Order & Roll Call | | |
| 2. | Public Input (Maximum of 3 Minutes) | | |
| 3. | Personnel Change & Vacancy Reports 3.1) July 2024 – September 2024 | | 3.1) No action necessary |
| 4. | Benefits 4.1) Earned Time Off Buyout 4.2) Fiscal Year 2025 Compensation Review 4.3) Benefit (Health, Dental, Vision) Effective Date Revision | | 4.1) No action necessary 4.2) No action necessary 4.3) Consideration of a motion to refer revising the effective date for Health, Dental, and Vision benefits to the first of the month following thirty (30) days of employment effective January 1, 2025 |
| 5. | Unfinished Business 5.1) None | | |

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| | | | |
|----|---|-----|---|
| 6. | New Business 6.1) Nurse Practitioner (NP) Contract 6.2) Medical Director Contract 6.3) Dashboard Review 6.4) Proposed Fair Labor Standards Act (FLSA) Changes 6.5) Michigan Minimum Wage & Paid Sick Leave | | 6.1) Consideration of a motion to refer the NP contract with Ashely Badour with terms expiring December 16, 2027 to the full Board for approval 6.2) No action necessary 6.3) No action necessary 6.4) No action necessary 6.5) No action necessary |
| 7. | Adjournment | M – | S – pm MA |

**Bay-Arenac Behavioral Health
Personnel Change and Vacancy Report**

July 2024

New Hires

| Name | Title | Program | Start Date | New Position (N) Replacement (R) |
|-------------------------|---|----------------|--|-------------------------------------|
| Citlalli Licea | Secretary (Co-Op) - Part-Time, Temporary - Madison Clinic | Primary Care | 07/01/2024 | N |
| Rachel Daugherty | Residential Technician- Full-time 3 rd Shift | Specialty Care | 07/02/2024 | R |
| Sarah Schimm | Residential Technician – Part-time 2 nd Shift | Specialty Care | 07/11/2024 – GHC Training 07/25/2024 – Horizon Home | R |
| Jamie Passinault | Janitorial – Temporary, North Bay | Specialty Care | 07/12/2024 | R |
| James Rozeveld | Residential Technician – Full-time 3 rd Shift | Specialty Care | 07/16/2024 – GHC Training 07/23/2024 – Horizon Home | R |

Transfers/Reclassification

| Name | Position Previous/New | Program Prior/New | Effective Date |
|-------------------------|---|-------------------------------------|----------------|
| Laurel McClure | From: Access/Emergency Services Specialist To: Intensive Case Manager – Adult MI | Both positions in Primary Care | 07/08/2024 |
| Tonia Wilczynski | From: Finance Assistant To: Secretary – North Bay | From: Finance To: Specialty Care | 07/08/2024 |

Departure

| Name | Title | Program | Hire Date | Departure Date |
|------------------------|--|----------------|------------|----------------|
| Richard Baum | Janitorial – Temporary, North Bay | Specialty Care | 02/01/2024 | 06/13/2024 |
| Tyra Blackmon | Access/Emergency Services Specialist – Casual | Primary Care | 09/22/2021 | 06/20/2024 |
| Jejuan Campbell | Residential Technician – Full-time 2 nd Shift | Specialty Care | 05/01/2024 | 06/26/2024 |

Posted Vacancies

| Position | Program | Posting Date | New Position (N) Replacement (R) On Hold (H) |
|---|----------------------|---------------|--|
| Psychologist (on-hold) | Psych Services | February 2023 | H |
| Certified Peer Support Specialist – MRT (on-hold) | Primary Care | October 2023 | H |
| Clinical Specialist – Outpatient Therapist (1) | Primary Care | February 2023 | N |
| Clinical Specialist or CSS – Crisis Stab/Mobile Response (4P – 12A) | Primary Care | February 2023 | N |
| Access/Emergency Services Specialist (2 nd shift, 3 rd shift, PT (2), casual) | Primary Care | May 2023 | R |
| Psychiatrist | Psychiatric Services | June 2023 | R |
| Client Services Specialist – DD Adult Team | Specialty Care | March 2024 | R |
| Client Services Specialist – ACT | Primary Care | May 2024 | R |
| Client Services Specialist | Arenac Center | May 2024 | R |
| Clinical Team Leader – MRT/EAS 3PM – 11PM | Primary Care | June 2024 | R |
| Residential Technician – FT/PT 2 nd shift, FT/PT 3 rd shift | Specialty Care | June 2024 | R |
| Mental Health Nurse – Clinic | Psychiatric Services | July 2024 | R |
| Clinical Specialist/Therapist – ACT | Primary Care | July 2024 | R |

07/01/2024

**Bay-Arenac Behavioral Health
Personnel Change and Vacancy Report**

August 2024

New Hires

| Name | Title | Program | Start Date | New Position (N) Replacement (R) |
|-------------------|--|----------------------|--|-------------------------------------|
| Isabelle Ferguson | Access/Emergency Services Specialist – Part-time | Primary Care | 07/29/2024 | N |
| Savannah Zavala | Co-op Secretary (PM) – Madison Clinic | Primary Care | 08/01/2024 – NEO 08/20/2024 – Madison | R |
| Anna Norman | Co-op Secretary (AM) – Madison Clinic | Primary Care | 08/01/2024 – NEO 08/26/2024 – Madison | R |
| Nicole Martinez | Home-Based Clinical Specialist | Primary Care | 08/05/2024 | R |
| Dequindre Davis | Residential Technician – FT 3 rd Shift | Specialty Care | 08/05/2024 – GHC Training 08/08/2024 – Horizon Home | N |
| Becky Robinson | CSS – Crisis Stab/Mobile Response | Primary Care | 08/12/2024 | N |
| Olivia Garcia | Mental Health Nurse – Clinic | Psychiatric Services | 08/16/2024 | R |
| Logan Zakoor | Access/Emergency Services Specialist 3 rd shift | Primary Care | 08/19/2024 | R |
| Justin Kerr | Residential Technician – Full-time 2 nd Shift | Specialty Care | 08/19/2024 – GHC Training 08/20/2024 – Horizon Home | R |
| Katia Moore | Residential Technician – Full-time 2 nd Shift | Specialty Care | 08/19/2024 – GHC Training 08/27/2024 – Horizon Home | R |

Transfers/Reclassification

| Name | Position Previous/New | Program Prior/New | Effective Date |
|------|--------------------------|----------------------|----------------|
| | | | |

Departure

| Name | Title | Program | Hire Date | Departure Date |
|----------------|-------------------------------------|--------------|------------|----------------|
| Sarah Mulvaney | Clinical Specialist/Therapist – ACT | Primary Care | 11/19/2020 | 08/02/2024 |
| Mark Nowaczyk | Certified Peer Support Specialist | Primary Care | 01/11/2021 | 08/16/2024 |
| Chelli Harless | Self Determination Coordinator | Primary Care | 02/06/1995 | 08/16/2024 |

Posted Vacancies

| Position | Program | Posting Date | New Position (N) Replacement (R) On Hold (H) |
|---|----------------------|---------------|--|
| Psychologist (on-hold) | Psych Services | February 2023 | H |
| Certified Peer Support Specialist – MRT (on-hold) | Primary Care | October 2023 | H |
| Clinical Specialist – Outpatient Therapist (1) | Primary Care | February 2023 | N |
| Clinical Specialist or CSS – Crisis Stab/Mobile Response (4P – 12A) (1) | Primary Care | February 2023 | N |
| Access/Emergency Services Specialist (2 nd 11A-9P, PT (1), casual) | Primary Care | May 2023 | R |
| Psychiatrist | Psychiatric Services | June 2023 | R |
| Client Services Specialist – DD Adult Team | Specialty Care | March 2024 | R |
| Client Services Specialist – ACT | Primary Care | May 2024 | R |
| Client Services Specialist | Arenac Center | May 2024 | R |
| Clinical Team Leader – MRT/EAS 3PM – 11PM | Primary Care | June 2024 | R |
| Residential Technician – FT 2 nd Shift (1), PT 2 nd Shift (1) | Specialty Care | June 2024 | R |
| Clinical Specialist/Therapist – ACT | Primary Care | July 2024 | R |
| Nurse Practitioner | Psychiatric Services | July 2024 | R |

**Bay-Arenac Behavioral Health
Personnel Change and Vacancy Report**

September 2024

New Hires

| Name | Title | Program | Start Date | New Position (N) Replacement (R) |
|------|-------|---------|------------|-------------------------------------|
| | | | | |

Transfers/Reclassification

| Name | Position Previous/New | Program Prior/New | Effective Date |
|--------------------------|---|------------------------------------|----------------|
| Ellen Lesniak | From: Finance Manager To: Finance Manager – Temporary/Casual | Both positions within Finance | 09/09/2024 |
| Isabelle Ferguson | From: Access/Emergency Services Specialist – Part-Time To: Access/Emergency Services Specialist – Full-Time (11A-9P) | Both positions within Primary Care | 09/09/2024 |
| Amanda Johnson | From: Clinical Team Lead – Masters To: Clinical Team Supervisor – ABA/Wraparound | Both positions within Primary Care | 09/09/2024 |

Departure

| Name | Title | Program | Hire Date | Departure Date |
|-----------------------|---|--------------|------------|----------------|
| Citlalli Licea | Secretary (Co-Op) - Part-Time, Temporary - Madison Clinic | Primary Care | 07/01/2024 | 08/23/2024 |
| Ciera Weber | Client Services Specialist– Family Support | Primary Care | 01/23/2023 | 09/27/2024 |

Posted Vacancies

| Position | Program | Posting Date | New Position (N) Replacement (R) On Hold (H) |
|---|----------------------|---------------|--|
| Psychologist (on-hold) | Psych Services | February 2023 | H |
| Certified Peer Support Specialist – MRT (on-hold) | Primary Care | October 2023 | H |
| Clinical Specialist – Outpatient Therapist (1) | Primary Care | February 2023 | N |
| Clinical Specialist or CSS – Crisis Stab/Mobile Response (4P – 12A) (1) | Primary Care | February 2023 | N |
| Access/Emergency Services Specialist (PT (2), casual) | Primary Care | May 2023 | R |
| Psychiatrist | Psychiatric Services | June 2023 | R |
| Client Services Specialist – DD Adult Team (2) | Specialty Care | March 2024 | R |
| Client Services Specialist – ACT | Primary Care | May 2024 | R |
| Client Services Specialist | Arenac Center | May 2024 | R |
| Clinical Team Leader – MRT/EAS 3PM – 11PM | Primary Care | June 2024 | R |
| Residential Technician – FT 2 nd Shift (2), PT 2 nd Shift (1) | Specialty Care | June 2024 | R |
| Clinical Specialist/Therapist – ACT | Primary Care | July 2024 | R |
| Nurse Practitioner | Psychiatric Services | July 2024 | R |
| Certified Peer Specialist Broker (PT) | Primary Care | August 2024 | R |
| Mental Health Nurse – Clinic | Psychiatric Services | August 2024 | R |

09/01/2024

| Indicators for Personnel and Compensation Committee | |
|---|---|
| Staff Turnover | % of Voluntary Terminations Per Quarter |
| Updated 10/4/2024 Through FY24Q4 | Updated 10/4/2024 Through FY24Q4 |
| <p> ■ Numerator: # of employees voluntarily terminated (defined as resigning, retiring) ■ New Positions Added Per Quarter ■ New Hires per quarter </p> | <p> — % of Voluntary Terminations Per Quarter — Bureau of Labor Midwest "Quits" Rate Seasonally Adjusted ⋯ Linear (% of Voluntary Terminations Per Quarter) ⋯ Linear (Bureau of Labor Midwest "Quits" Rate Seasonally Adjusted) </p> |
| Notes: | Notes: |
| Employee Attendance at BABH Sponsored Non-Mandatory Training | Non-BABH Staff Attending BABH Sponsored Trainings |
| Updated 10/8/2024 Through FY24Q4 | Updated 10/8/2024 Through FY24Q4 |
| <p> — % employees attending SDC training (Exc. NEO, RR Fair, annual training) ⋯ Linear (% employees attending SDC training (Exc. NEO, RR Fair, annual training)) </p> | <p> ■ Non-BABH Staff Attending BABH Sponsored Trainings ⋯ Linear (Non-BABH Staff Attending BABH Sponsored Trainings) </p> |
| Notes: | Notes: |



LEO Labor and Economic Opportunity

Michigan Minimum Wage Rate 2025 Increase Schedule

October 01, 2024

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Michigan Minimum Wage Rate 2025 Increase Schedule

LANSING, Mich. — Michigan’s Minimum Wage will increase twice in 2025 – first increasing on Jan. 1, 2025, following the usual rate increase schedule, and again on Feb. 21, 2025, in accordance with the recent [Michigan Supreme Court ruling](#) regarding the Improved Workforce Opportunity Wage Act (IWOWA), PA 337 of 2018, schedule.

Minimum Hourly Wage Rate Effective Jan. 1, through Feb. 20, 2025:

- The minimum hourly wage will increase from \$10.33 to \$10.56 per hour.
- The 85% rate for minors under the age of 18 will increase from \$8.78 to \$8.98 per hour.
- The tipped employee rate of hourly pay increases from \$3.93 to \$4.01 per hour.
- The training wage of \$4.25 per hour for newly hired employees under the age of 20 for their first 90 calendar days of employment remains unchanged.

Minimum Hourly Wage Rate Effective Feb. 21, 2025, and Thereafter:

| Effective Date | Minimum Hourly Wage Rate | Tipped Employee | | |
|----------------|--------------------------|---------------------|--------------------------------------|----------|
| | | Minimum Hourly Rate | Minimum Reported Average Hourly Tips | 85% Rate |
| Feb. 21, 2025 | \$12.48 | \$5.99 | \$6.49 | \$10.61 |
| Feb. 21, 2026 | \$13.29 | \$7.97 | \$5.32 | \$11.30 |
| Feb. 21, 2027 | \$14.16 | \$9.91 | \$4.25 | \$12.04 |
| Feb. 21, 2028 | \$14.97 | \$11.98 | \$2.99 | \$12.72 |

- **85% Rate:** Minors under the age of 18 may be paid 85% of the minimum hourly wage rate.
- **Training Wage:** A training wage of \$4.25 per hour may be paid to employees under 20 years of age for the first 90 calendar days of employment.

Every Oct. beginning in 2028, the state treasurer will calculate an adjusted minimum wage rate, increasing the minimum wage by the rate of inflation. The adjusted minimum wage rate is published by Nov. 1 of the year it is calculated and comes effective beginning Feb. 21 of the succeeding year.

Tipped Employees

The minimum hourly wage rate of a tipped employee will be 48% of the minimum hourly wage rate effective Feb. 21, 2025, and will increase based on the following schedule:

- Effective Feb. 21, 2026, it will be 60% of the minimum hourly wage rate.
- Effective Feb. 21, 2027, it will be 70% of the minimum hourly wage rate.
- Effective Feb. 21, 2028, it will be 80% of the minimum hourly wage rate.
- Effective Feb. 21, 2029, it will be 90% of the minimum hourly wage rate.
- Effective Feb. 21, 2030, and thereafter, it will be 100% of the minimum hourly wage rate.

For further information regarding Michigan's minimum wage and overtime laws, including [FAQs](#) and the required employer [poster](#), visit: Michigan.gov/MinimumWage.

Labor and Economic Opportunity

MI Newswire

Labor and Economic Opportunity

Wage and Hour

Related News

Claimants can access UIA's online resources on Election Day

New \$5.65 million Economic Support Available for Symphony Orchestras

Help Inspire the Next Generation of STEM Leaders: Sponsorship Opportunities Available for "Go For Launch!" Event in Grand Ledge, MI

Career Exploration Camps for over 300 middle schoolers offered students hands-on STEM learning

Careers in Energy Week spotlights high-wage, in-demand opportunities supporting Michigan's clean energy future

Hispanic Latino Commission of Michigan Announces 2024 Nuestro Futuro Scholarship Recipients

38 Michiganders be honored at 2024 Governor's Service Awards

Earned Sick Time Act

Sean Egan, LEO Deputy Director of Labor

August 27, 2024



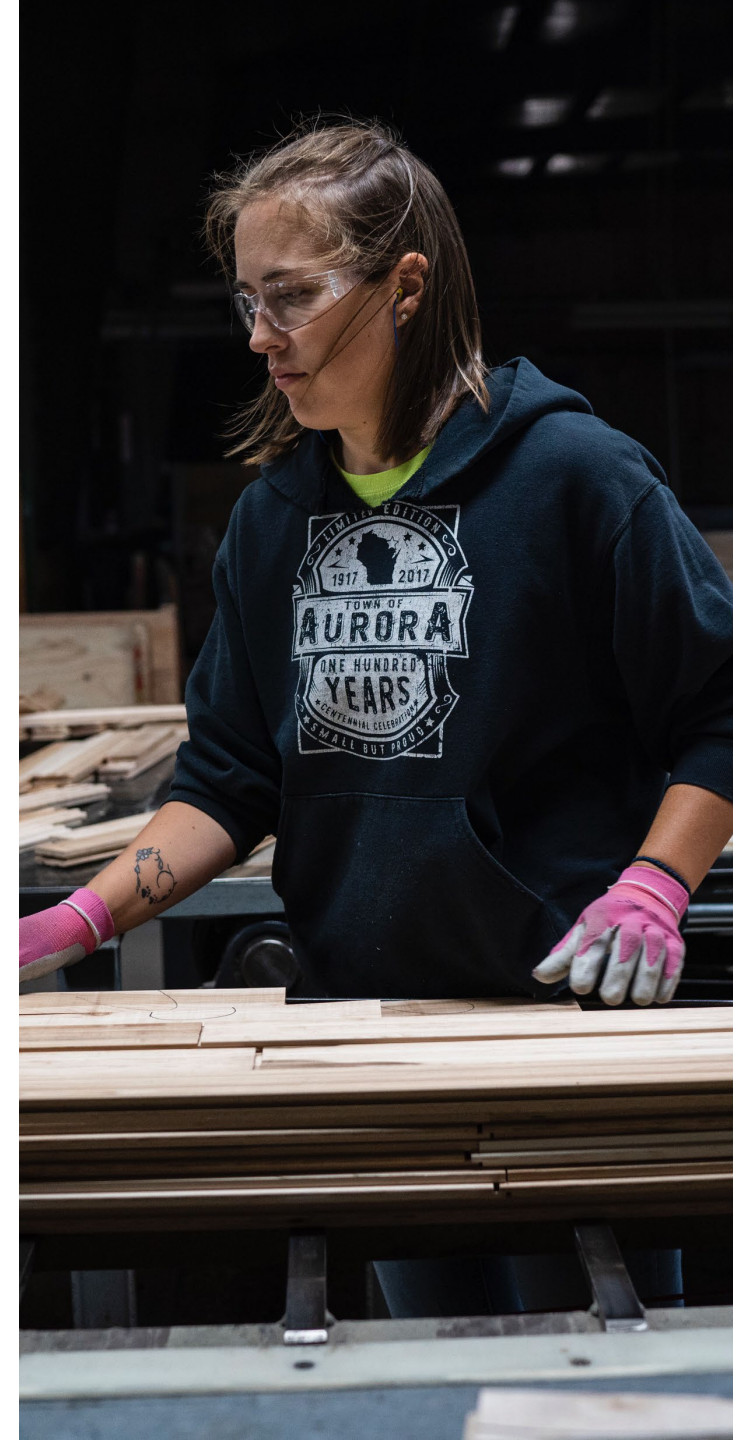
Key Provisions of Michigan's Earned Sick Time Act



- Back in Effect February 21, 2025.
- Applies to all employers in Michigan with 1 or more employees, except for those employed by the United States Government.
- Includes salaried (both exempt and non-exempt) and full and part-time hourly workers.

Key Provisions of Michigan's Earned Sick Time Act

- Employees accrue sick time at a rate of 1 hour for every 30 hours worked.
- Businesses with 10 or more employees must allow at least 72 hours of paid sick time per year to be used to the extent the leave is accrued.
- Businesses with fewer than 10 employees must allow at least 40 hours of paid sick time annually, plus an additional 32 hours of unpaid sick time to the extent leave is accrued.



Key Provisions of Michigan's Earned Sick Time Act



- Unused sick time can be carried over, but employers may limit annual use to no more than 72 hours.
- Employees have the right to pursue action if an employer interferes with or retaliates against their use of ESTA benefits, including through private action.

Frequently Asked Questions

How to determine if an employer meets the 10-employee threshold?

- An employer meets the 10-employee threshold if it employs 10 or more employees in 20 or more workweeks in the current or previous calendar year.
 - *The 20 workweeks need not be consecutive.*
- Once an employer meets the 10 or more-employee threshold, the employer remains covered through the remainder of the current and following calendar year.



What employees are eligible to receive earned sick time?

- An eligible employee is an individual engaged in service to an employer in the business of the employer.



When does an eligible employee begin to accrue earned sick time?

- Accrual begins on **February 21, 2025**, or upon commencement of the employee's employment, whichever is later.



When can an eligible employee use earned sick time?

Reasons include:

- The employee's mental or physical illness, injury, or health condition; medical diagnosis, care, or treatment of the employee's mental or physical illness, injury, or health condition; or preventative medical care for the employee.
- For the employee's family member's mental or physical illness, injury, or health condition; medical diagnosis, care, or treatment of the employee's family member's mental or physical illness, injury, or health condition; or preventative medical care for a family member of the employee.



When can an eligible employee use earned sick time?

- If the employee or the employee's family member is a victim of domestic violence or sexual assault, for medical care or psychological or other counseling for physical or psychological injury or disability; to obtain services from a victim services organization; to relocate due to domestic violence or sexual assault; to obtain legal services; or to participate in any civil or criminal proceedings related to or resulting from the domestic violence or sexual assault.
- For meetings at a child's school or place of care related to the child's health or disability, or the effects of domestic violence or sexual assault on the child; or



When can an eligible employee use earned sick time?

- For closure of the employee's place of business by order of a public official due to a public health emergency; for an employee's need to care for a child whose school or place of care has been closed by order of a public official due to a public health emergency; or when it has been determined by the health authorities having jurisdiction or by a health care provider that the employee's or employee's family member's presence in the community would jeopardize the health of others because of the employee's or family member's exposure to a communicable disease, whether or not the employee or family member has actually contracted the communicable disease.



Can an employer require an employee to provide notice of and documentation for the use of earned sick time?

- If the need for earned sick time is foreseeable, an employer may require advance notice not to exceed 7 days prior to the date the earned sick time is to begin, of the intention to use the earned sick time.
- If the need for earned sick time is not foreseeable, an employer may require the employee to give notice of the intention as soon as practicable.



Can an employer require an employee to provide notice of and documentation for the use of earned sick time?

- For earned sick time of more than **3** consecutive days, an employer may require reasonable documentation. Upon request the employee must provide this documentation in a timely manner.
 - *Documentation should not include a description of the illness or details of the violence.*
 - *If an employer requires documentation, it is responsible for paying all out-of-pocket expenses the employee incurs in obtaining the documentation.*
 - *An employer cannot delay commencement of the leave based on a failure to receive documentation.*



For more information visit,
Michigan.gov/EarnedSickTime



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