

# MINUTES

## BAY ARENAC BEHAVIORAL HEALTH BOARD OF DIRECTORS AUDIT COMMITTEE MEETING

Tuesday, December 17, 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>
Pat McFarland, Ex Off, Ch	X	_____	_____	Sally Mrozinski	X	_____	_____	BABH: Marci Rozek, Michele Perry, Eric Strode, and Sara McRae
Robert Pawlak, Ex Off, V Ch	X	_____	_____	Marie (Toni) Reese	_____	X	_____	
Tim Banaszak	_____	X	_____	Richard Byrne, Ex Off	X	_____	_____	
Jerome Crete	X	_____	_____					
								Legend: M-Motion; S-Support; MA-Motion Adopted; AB-Abstained

	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 J. Crete and support of S. Mrozinski, T. Banaszak was excused. The motion passed unanimously.  On motion of J. Crete and support of S. Mrozinski, T. Reese was excused. The motion passed.
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) Selection of Disbursements & Health Care Claims from Summary Report  4.2) Financial Statements for Period Ending November 30, 2024	4.1) Administration found the source information for the claims selected for review.  4.2) M. Rozek reviewed the financial statements noting the unrestricted fund balance, the deficit of general fund dollars due to Medicaid eligibility, and the overall funding trending deficits for Medicaid per eligible per member funding because rates are not sufficient to cover costs. There were discussions that budget adjustments are not necessary as the 2025 BABH approved budget is in-line with current expenditures.	4.1) No action was necessary  4.2) On motion of R. Pawlak and support of R. Byrne, the Financial Statements for period ending November 30, 2024 were referred to the full Board for approval. The motion passed unanimously.

<p>4.3) Electronic Fund Transfers (EFTs) for Period Ending November 30, 2024</p> <p>4.4) Review of Selected Disbursements &amp; Health Care Claims Chosen from Summary Report by CFO</p> <p>4.5) Consideration of Approval of Disbursements &amp; Health Care Claims Totals</p> <p>4.6) Audit Committee Changes for 2025</p>	<p>4.3) M. Rozek reviewed the EFTs with the Committee.</p> <p>4.4) Administration reviewed the disbursements and health care claim invoices selected for further review. These included 100679 Crisis Prevention Institute for nonviolent crisis intervention workbooks; E6972 A2Z Cleaning &amp; Restoration, Inc. for various office cleanings; 100636 Essexville Auto Repair for vehicle maintenance and repairs; 100672 for employee travel reimbursements; 100648 William Morrone for professional medical services; 100654 Protec Auto Collision for vehicle maintenance and repairs; E6935 Go To Technologies USA, Inc for online meeting and audio services yearly renewal; 100576 Browning Power Systems, Inc. for North Bay generator repair; 100584 Randy's Sink and Sewer Service for repairs at Horizon Home; 100586 Saginaw Medical Service, Inc. for ARJO lift repairs; 100578 EyeMed for December vision insurance premiums; 100604 Justeen Blair Custodian for Horizon Home donation; E6968 Do-All Inc. for fiscal year 2024 final cost settlement; 100602 Flatrock Manor for room and board; and 100588 State of Michigan-Michigan Rehabilitation Services for interagency cash transfer agreement. There were discussions regarding maximums on cash settlement contracts, the location of Flatrock Manor, generator repair and replacement schedule, sink clog at Horizon Home, and the ARJO lift repair for a consumer.</p> <p>4.5) M. Rozek reviewed the disbursement and health care claims totals.</p> <p>4.6) S. McRae reviewed the 2025 list of committee functions and calendars in preparations for the 2025</p>	<p>4.3) On motion of J. Cete and support of S. Mrozinski, the EFTs for period ending November 30, 2024 were referred to the full Board for approval. The motion passed unanimously.</p> <p>4.4) No action was necessary</p> <p>4.5) On motion of J. Crete and support of R. Pawlak, the disbursements and health care payments from November 25, 2024 through December 20, 2024 were referred to the full Board for approval. The motion passed unanimously.</p> <p>4.6) No action was necessary</p>
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		organizational structure changes. There were discussions related to the Bay County Commission accepting the resignation of board member T. Reese this afternoon and the process for BABH proceeding with a vacancy on the full board.	
5.	Adjournment	On motion of R. Pawlak and support of S. Mrozinski, the meeting adjourned at 5:32 pm. The motion passed unanimously.	



Pat McFarland, Committee Chair