

MINUTES

BAY ARENAC BEHAVIORAL HEALTH BOARD OF DIRECTORS RECIPIENT RIGHTS ADVISORY & APPEALS COMMITTEE MEETING


Thursday, December 5, 2024 at 5:00 pm
Behavioral Health Center, Room 225, 201 Mulholland Street, Bay City, MI 48708

Committee Members:	Present	Excused	Absent	Committee Members	Present	Excused	Absent	Others Present: Paul Niemiec BABH: Melissa Prusi, Chris Pinter, and Sara McRae Legend: M-Motion; S-Support; MA-Motion Adopted; AB-Abstained
Patrick McFarland, Ch	X			Toni Marie Reese		X		
Sally Mrozinski, V Ch	X			Laurie Van Wert	X			
Robert Bowers	X			Robert Pawlak, Ex Off	X			
Kathy Niemiec	X			Richard Byrne, Ex Off	X			
Justin Peters	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 J. Peters and support of S. Mrozinski, T. Reese was excused. The motion passed unanimously.
2.	Public Input (Maximum of 3 Minutes)	There were not any members of the public that wished to address the Committee.	
3.	Advisory Committee Report 3.1) Executive Summary of Complaints for the months ending October 31, 2024 & November 30, 2024	3.1) Committee Chair, P. McFarland, deferred this item.	
4.	Training 4.1) Photographing, Video Recording, Audio Taping Fingerprinting Recipients, 03-03-06 4.2) Complaint Investigation & Resolution, 03-05-01	4.1) M. Prusi reviewed the policy and procedure noting the prohibition of photography, video recording, audio taping, and fingerprinting recipients by staff. M. Prusi also reviewed the requirement for exceptions to these prohibitions of having informed written consent. There were general discussions regarding the clarification of Recipient Rights jurisdiction with staff only, not residents, and the other settings such as outpatient therapy and autism clinics where these prohibitions also apply. 4.2) M. Prusi reviewed the policy and procedure as part of the Committee's continued training. This policy establishes the mechanism	4.1) No action was necessary 4.2) No action was necessary

		for reporting, reviewing, investigating, and resolution of apparent or suspected rights violations including an appeal process, as well as employee protections from retaliation and responsibilities for reporting suspected violations. There were general discussions that Board members are responsible for reporting and assisting recipients with complaints.	
5.	Unfinished Business	There was not any unfinished business presented to the Committee.	
6.	<p>New Business</p> <p>6.1) December Site Visits</p> <p>6.2) 2025 Annual Goals</p> <p>6.3) BABH 2024 Annual Recipient Rights Report</p> <p>6.4) Review of 2024-2025 BABH Office of Recipient Rights Budget</p>	<p>6.1) M. Prusi reviewed the site visits. No members were interested.</p> <p>6.2) M. Prusi reviewed the Recipient Rights Office outcomes from 2024 and 2025 with the Committee. Monitoring incident report trends will be added as an outcome for 2025. There were general discussions related to specific goals such as promoting the visibility of the Recipient Rights Office which promotes trust in the rights process. The Committee reviewed the 2024 goals. There were discussions regarding adding one residential site visit per year by each committee member, receiving the residential site visit schedules a couple months in advance, and if the board chair would authorize two per diems per year per member for residential site visits.</p> <p>6.3) M. Prusi reviewed the report noting individuals served, complaints filed, allegation categories, substantiated violations, training activity, and appeal information. There were general discussions regarding the report timeframe is the fiscal year and revising the report to note that there are three staff in investigative roles.</p> <p>6.4) M. Prusi reviewed the Recipient Rights Office budget with the Committee noting the revenue from other community mental health (CMH) agencies and expenses. There were general discussions regarding whether this budget is comparable to other CMH's of comparable size, BABH Recipient Rights Office is combined with</p>	<p>6.1) No action was necessary</p> <p>6.2) On motion of R. Pawlak and support of R. Byrne, the Committee revised their annual goals to include Recipient Rights Committee strive to attend at least seven site visits in a year pending two per diems per year per member are authorized by the board Chair and schedules are received two months in advance. The motion was adopted unanimously.</p> <p>On motion of R. Byrne and support of J. Peters, the Committee adopted the 2025 annual goals. The motion was adopted unanimously.</p> <p>6.3) On motion of S. Mrozinski and support of R. Byrne, the BABH 2024 Annual Recipient Rights Report was referred to the full Board for approval. The motion was adopted unanimously.</p> <p>6.4) No action was necessary</p>

	<p>6.5) Recipient Rights/Customer Services Department Moves to Mulholland Update</p> <p>6.6) Reminder of New Meeting Schedule for 2025</p>	<p>Customer Services and that Recipient Rights Offices are structured differently, revenue is received from Tuscola and Huron, and most expenses are related to personnel.</p> <p>6.5) M. Prusi reported the Recipient Rights/Customer Service Department moves are scheduled for Monday, December 9, 2024. Relocating the offices to Mulholland will allow the department to be more accessible to the public.</p> <p>6.6) S. McRae reviewed the 2025 list of committee functions and schedule in preparations for the 2025 organizational structure changes.</p>	<p>6.5) No action was necessary</p> <p>6.6) No action was necessary</p>
7.	Adjournment	On motion of S. Mrozinski and support of R. Pawlak, the meeting adjourned at 5:44 pm. The motion passed unanimously.	



Pat McFarland, Committee Chair