

# MINUTES

## BAY ARENAC BEHAVIORAL HEALTH BOARD OF DIRECTORS FACILITIES & SAFETY COMMITTEE MEETING

Monday, December 9, 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>
Jerome Crete, Ch	X	_____	_____	Carole O'Brien	X	_____	_____	BABH: Karon Amon, Eric Strode, Karl White, and Sara McRae  Legend: M-Motion; S-Support; MA-Motion Adopted; AB- Abstained
Christopher Girard, V Ch	X	_____	_____	Robert Pawlak, Ex Off	X	_____	_____	
Patrick Conley	_____	X	_____	Richard Byrne, Ex Off	X	_____	_____	
Sally Mrozinski	X	_____	_____					

	Agenda Item	Discussion	Motion/Action
1.	Call To Order & Roll Call	Committee Chair, J. Crete, called the meeting to order at 5:00 pm.	On motion of S. Mrozinski and support of C. Girard, P. Conley 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	There was not any unfinished business presented to the Committee.	
4.	<b>New Business</b> 4.1) Facilities Update, E. Strode	4.1) E. Strode reported the office relocations from the Wirt Building are underway. Recipient Rights is moved to the Mulholland Building and Information Systems (IS) will be moved to North Bay this week. E. Strode also reported there was a suspected vehicle vandalization at Arenac Center. Security measures such as parking lot lighting and cameras are being considered.	4.1) No action was necessary
	4.2) Facilities December 2024 Contract List, K. White	4.2) K. White reviewed the contract list with the Committee.	4.2) On motion of C. Girard and support of S. Mrozinski, the Facilities December 2024 contract list was referred to the full Board for approval. The motion was adopted unanimously.
	4.3) North Bay Heat Exchangers, E. Strode	4.3) E. Strode reported quotes are being obtained for new heat exchangers at North Bay. The current ones are leaking.	4.3) No action was necessary

	<p>4.4) Bid Report for North Bay Duct Cleaning, E. Strode</p> <p>4.5) Madison Renovations Update, E. Strode</p> <p>4.6) Safety Committee Meeting Notes from November 6, 2024, E. Strode</p> <p>4.7) Facilities &amp; Safety Committee Changes for 2025, S. McRae</p>	<p>Two quotes have been received. Administration is anticipating having a bid report prepared for Finance Committee when the third quote is received. There were discussions regarding Smiley Construction, JE Johnson's location, and that JE Johnson was charging for a quote.</p> <p>4.4) E. Strode reviewed the bid report and administration's recommendation for duct cleaning work at North Bay. This work is being considered because of the bat extraction at North Bay.</p> <p>4.5) E. Strode provided an update on the possible renovations to the old autism clinic space at the Madison Building noting that engineering work needs to be completed. E. Strode reviewed the history of this renovation project as it was impacted by COVID-19 and BABH needs office space at the clinic.</p> <p>4.6) E. Strode reviewed the meeting notes noting the vehicle accident reporting protocol, active shooter training completed, calling 911 from the Mulholland Building before McLaren Security, and the new vehicles ordered from Enterprise. There were discussions regarding flea treatments, possibilities of how the infestation occurred, and that there is not a specific protocol for fleas.</p> <p>4.7) S. McRae reviewed the spreadsheet with committee functions anticipated to be reported on each month for the 2025 board organizational structure changes. S. McRae also reviewed the draft board calendar for March of 2025 to prepare for the transition.</p>	<p>4.4) On motion of C. Girard and support of R. Pawlak, the North Bay duct cleaning to Modernistic for an amount not to exceed \$2,480 was referred to the full Board for approval. The motion was adopted unanimously.</p> <p>4.5) No action was necessary</p> <p>4.6) No action was necessary</p> <p>4.7) No action was necessary</p>
5.	Adjournment	On motion of C. Girard and support of S. Mrozinski, the meeting adjourned at 5:15 pm.	

  
 Jerome Crete, Committee Chair