



BOARD OF DIRECTORS REGULAR MEETING

Thursday, April 17, 2025 at 5:00 pm
Room 225, Behavioral Health Center, 201 Mulholland Street, Bay City, MI 48708

AGENDA

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1. CALL TO ORDER & ROLL CALL
2. PUBLIC INPUT (3 Minute Maximum Per Person)
3. WELCOME NEW BOARD MEMBER SHELLEY KING
4. STAFF COMMENDATION FOR ROSE HOME TRANSITION
- 6 4.1 Res# 2504001: Approve the resolution recognizing staff for the successful Rose Home transition –
See separate resolution on page 6
5. ELECTION OF OFFICERS
Appointments are for a term of one year
 - 5.1 Report from Nomination Committee – McFarland, Ch/Crete, V Ch
 - 5.2 Additional nominations from the floor and election of Board Chair
 - 5.3 Additional nominations from the floor and election of Board Vice Chair
 - 5.4 Additional nominations from the floor and election of Board Treasurer
 - 5.5 Additional nominations from the floor and election of Board Secretary
6. ELECTION OF NOMINATION COMMITTEE
Five (5) position each for a term of one year
 - 6.1 Nominations from floor and elections for each of the five (5) positions
Current members: P. McFarland, C. Girard, T. Banaszak, J. Crete, & S. Mrozinski
7. APPOINTMENTS OF STANDING COMMITTEES
Appointments are for a term of one year
7-8 Current appointments: *See pages 7-8*
8. APPOINTMENT OF PARLIMENTARIAN
Appointment is for a term of one year
Current Parliamentarian: R. Pawlak



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9. APPOINTMENT TO BAY COUNTY RETIREMENT BOARD OF TRUSTEES
Appointment is for a term of one year
Current BABHA Representative: P. McFarland
10. APPOINTMENT TO MIDSTATE HEALTH NETWORK (MSHN) BOARD OF DIRECTORS
Current BABHA Representatives: R. Pawlak (term expires 04/30/2025) & P. McFarland (term expires 04/30/2026)
11. NOMINATION COMMITTEE, 03/20/2025 – Distributed – McFarland, Ch/Girard, V Ch
Motions forwarded to the full Board were addressed in item 5.1
11.1 Motion on minutes as distributed
12. REGULAR BOARD MEETING, 03/20/2025 – Distributed
12.1 Motion on minutes as distributed
- 5 13. PERSONNEL & COMPENSATION COMMITTEE, 04/03/2025 – Distributed – Crete, Ch/Conley, V Ch
13.1 Res# 2504002: Approve the 2025 Training Plan – *See page 5 resolution sheet & plan attached to back of packet*
13.2 Motion on minutes as distributed
14. RECIPIENT RIGHTS (RR) ADVISORY & APPEALS COMMITTEE, 04/07/2025 – Distributed – McFarland, Ch/Mrozinski, V Ch
There were no motions forwarded to the full Board
14.1 Motion on minutes as distributed
- 9-10 15. FINANCE COMMITTEE, 04/09/2025 – Distributed – Banaszak, Ch/ Mrozinski, V Ch
5, 11 15.1 Motion to accept investment earnings balances for period ending March 31, 2025 – *See pages 9-10*
15.2 Res# 2504003: Approve awarding the lawn services Pro-Scape Landscaping for the Arenac County site & Great Lakes Hydro Seeding for Bay County sites – *See page 5 resolution sheet & page 11*
5, 12 15.3 Res# 2504004: Approve the Finance April 2025 contract list – *See page 5 resolution sheet & page 12*
15.4 Motion on minutes as distributed



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- 16. PROGRAM COMMITTEE, 04/10/2025 – Distributed – Girard, Ch/Mrozinski, V Ch
 - 5, 13-14 16.1 Res# 2504005: Approve the policies ending 30-day review – *See page 5 resolution sheet & pages 13-14*
 - 5, 15-16 16.2 Res# 2504006: Approve the policies beginning 30-day review – *See page 5 resolution sheet & pages 15-16*
 - 5 16.3 Res# 2504007: Approve the request for clinical privileges – *See page 5 resolution sheet*
 - 16.4 Motion on minutes as distributed
- 17. AUDIT COMMITTEE, 04/14/2025 – Distributed – McFarland, Ch/ Pawlak, V Ch
 - 5, 17-23 17.1 Res# 2504008: Accept financial statements – *See page 5 resolution sheet & pages 17-23*
 - 5, 24-27 17.2 Res# 2504009: Accept electronic fund transfers – *See page 5 resolution sheet & pages 24-27*
 - 5, 28 17.3 Res# 2504010: Approve disbursement & health care claims payments – *See page 5 resolution sheet & page 28*
 - 17.4 Motion on minutes as distributed
- 18. BOARD MEETING CONTRACT LIST, 04/17/2025
 - 29 18.1 Consideration of a motion to approve the Board meeting April 2025 contract list – *See page 29*
- 19. REPORT FROM ADMINISTRATION
 - 30-37 19.1 Federal & State Health Policy Update – *See pages 30-37*
 - 38-40 19.2 Bay & Arenac County Updates – *See pages 38-40*
- 20. UNFINISHED BUSINESS
 - 20.1 None



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21. NEW BUSINESS

21.1 Community Mental Health Association (CMHA) 2025 Summer Conference

The CMHA 2025 Summer Conference is scheduled from Monday, June 9 through Wednesday, June 11, 2025 at Grand traverse Resort. If you are interested in attending, please see S. McRae

21.2 Holiday Schedule

BABHA Offices will be closed on Friday, April 18, 2025 in observation of Good Friday

22. ADJOURNMENT



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RESOLUTIONS

Staff Commendation, April 17, 2025

Res# 2504001: See separate resolution recognizing staff for the successful Rose Home transition on page 6.

Personnel & Compensation Committee, April 3, 2025

Res# 2504002: Resolved by Bay Arenac Behavioral Health Authority to approve the 2025 Training Plan.

Finance Committee, April 9, 2025

Res# 2504003: Resolved by Bay Arenac Behavioral Health Authority to approve awarding the lawn services Pro-Scape Landscaping for the Arenac County site and Great Lakes Hydro Seeding for Bay County sites.

Res#2504004: Resolved by Bay Arenac Behavioral Health Authority to approve the Finance April 2025 contract list.

Program Committee, April 10, 2025

Res# 2504005: Resolved by Bay Arenac Behavioral Health Authority to approve the policy, Medical Procedures & Treatment Completed by BABHA Staff, 04-09-23, to end 30-day review.

Res# 2504006: Resolved by Bay Arenac Behavioral Health Authority to approve the policy, Basis of Accounting, 08-01-01, to begin 30-day review.

Res# 2504007: Resolved by Bay Arenac Behavioral Health Authority to approve the request for clinical privileges for Preston Joiner, PA-C, for a three-year renewal term expiring April 30, 2028.

Audit Committee, April 14, 2025

Res# 2504008: Resolved by Bay Arenac Behavioral Health Authority to approve the Financial Statements for period ending March 31, 2025.

Res# 2504009: Resolved by Bay Arenac Behavioral Health Authority to approve the electronic fund transfer (EFTs) for period ending March 31, 2025.

Res# 2504010: Resolved by Bay Arenac Behavioral Health Authority to approve the disbursements and health care payments from March 15, 2025 through April 11, 2025.



BEHAVIORAL HEALTH

BOARD OF DIRECTORS
Resolution #25-04-001

STAFF RECOGNITION FOR ROSE HOME TRANSITION

- WHEREAS,** It is the mission of Bay Arenac Behavioral Health Authority is to improve the health outcomes, enhance the quality of life and strengthen the community safety net for citizens of Bay and Arenac Counties; and
- WHEREAS,** Bay Arenac Behavioral Health employees are guided by the highest ethical standards including treating people with respect, providing services responsive to community needs, supporting recovery and trauma-informed services, and promoting the independence, choice and control of the persons and families receiving services; and
- WHEREAS,** Bay Arenac Behavioral Health identified that the residential services at the Rose Home did not meet agency ethical and professional standards and were potentially placing the health and safety of the residents at risk; and
- WHEREAS,** Bay Arenac Behavioral Health employees undertook extraordinary efforts to engage with the Rose Home residents to provide the necessary care and oversight to ensure a successful transition to a new residential provider and prevent any interruptions in care;

THEREFORE, BE IT RESOLVED THAT:

The Bay Arenac Behavioral Health Board of Directors hereby presents this certificate to all the agency staff that provided community living support services that contributed either directly or indirectly to achieving the successful transition of the Rose Home to a new residential provider while maintaining the highest quality of services to the people we serve.

The Bay Arenac Behavioral Health Board of Directors hereby presents this commendation to:

- Justeen Blair – Residential Supervisor
- Maria Hewtty – Asst. Residential Supervisor
- Morgan Johnson – Asst. Residential Supervisor
- Kendra Carr – Residential Tech.
- Monica Luptowski – Residential Tech.
- Jeï'Da Vark – Residential Tech.
- Nickola Dumbovic – Residential Tech.
- Danielle Perkins – Residential Tech.
- Everleigh Wicker – Residential Tech.
- Tina Reikowsky – Residential Tech.
- Jennifer Woods – Medical Assistant
- Edward Nichols – Residential Tech.
- James Rozeveld – Residential Tech.
- Jeremy Marr – Residential Tech.
- Adam McIntire – Residential Tech.
- Eddie Hewtty – Residential Tech.
- Jessica Burnette – Residential Tech.
- Jamye Davidson – Residential Tech.
- Rachel Daugherty – Residential Tech.
- Sabrina Gilbert – Residential Tech.
- Marion Lazzaro – Residential Tech.
- Kaylee Rocha – Residential Tech.
- Levi Waller-Kerr – Residential Tech.
- Sarah Goretski – Residential Tech.
- Jalisa Townsend – Residential Tech.
- Tiffany Posey – Residential Tech.
- Sarah Dilley – Medical Assistant
- Donna Roznowski – Medical Assistant
- Justin Sharon – Residential Tech.
- Shane Vark – Residential Tech.
- Brian Mitchell – Residential Tech.
- Anfernee Brantley – Residential Tech.
- DeAntwon Patman – Residential Tech.

This resolution was adopted at the regular meeting of the Bay Arenac Behavioral Health Authority Board of Directors held on April 17, 2025 pursuant to the Open Meetings Act, Public Act 267 of 1976, on a motion by _____ and supported by _____ with the following votes:

Yeas:
Nays:
Excused:

Richard Byrne, Board Chair

Chris Girard, Board Secretary

Bay Arenac Behavioral Health

Board of Directors

Committee Assignments 2025 - DRAFT

Recipient Rights Advisory Committee - Monday after 1st Thursday at 5 pm
9 Members; 7 Members Minimum Required by MHC
P. McFarland, Chair
S. Mrozinski, Vice Chair
R. Bowers
K. Niemiec
J. Peters
Vacant
L. Van Wert
R. Byrne, Ex Officio
R. Pawlak, Ex Officio

Facilities & Safety Committee - Quarterly (starting March) 1st Thursday at 5pm
7 Members
J. Crete, Chair
C. Girard, Vice Chair
P. Conley
S. Mrozinski
C. O'Brien
R. Pawlak, Ex Officio
R. Byrne, Ex Officio

Finance Committee - Wednesday after the 1st Thursday at 5 pm
9 Members
T. Banaszak, Chair
S. Mrozinski, Vice Chair
J. Crete
C. Girard
K. Niemiec
P. Schumacher
P. McFarland, Ex Officio
R. Pawlak, Ex Officio
R. Byrne, Ex Officio

Program Committee - 2nd Thursday at 5 pm
7 Members
C. Girard, Chair
S. Mrozinski, Vice Chair
J. Crete
Vacant
P. Schumacher
R. Pawlak, Ex Officio
R. Byrne, Ex Officio

Nominations Committee - February/March/April; As Needed
5 Members; Elected by full Board
p. McFarland, Ch
C. Girard, V Ch
T. Banaszak
J. Crete
S. Mrozinski

Bay County Retirement Board of Trustees
1 BABH Representative Appointed by BABH Board Chair
P. McFarland

MSHN SUD OPB - County Commission Appointments
Bay County - J. Peters
Arenac County - R. Vallad

Parliamentarian: R. Pawlak

Corporate Compliance Committee - Quarterly (starting Feb) 1st Thursday at 5pm
7 Members
R. Pawlak, Ex Officio, Chair
C. Girard, Vice Chair
T. Banaszak
P. Conley
P. Schumacher
P. McFarland
R. Byrne, Ex Officio

Personnel & Compensation Committee - Quarterly (starting Jan) 1st Thursday at 5 pm
7 Members
J. Crete, Chair
P. Conley, Vice Chair
K. Niemiec
C. O'Brien
Vacant
R. Pawlak, Ex Officio
R. Byrne, Ex Officio

Audit Committee - Monday before the Board Meeting at 5 pm
7 Members
P. McFarland, Ex Officio, Chair
R. Pawlak, Ex Officio, Vice Chair
T. Banaszak
J. Crete
S. Mrozinski
Vacant
R. Byrne, Ex Officio

Bylaw Committee - Second Quarter; As Needed
9 Members
T. Banaszak, Chair
S. Mrozinski, Vice Chair
J. Crete
C. Girard
K. Niemiec
P. Schumacher
P. McFarland
R. Pawlak, Ex Officio
R. Byrne, Ex Officio

BABH Board of Directors - 3rd Thursday at 5 pm
12 Members; 10 from Bay and 2 from Arenac
R. Byrne, Chair
R. Pawlak, Vice Chair
P. McFarland, Treasurer
C. Girard, Secretary
T. Banaszak
P. Conley
J. Crete
S. King
S. Mrozinski
K. Niemiec
C. O'Brien
P. Schumacher

Mid-State Health Network Regional Board - 1st Tuesday every other month
2 Representatives Appointed by BABH Board Chair
Staggering Terms, Each for a 3 Year Period
R. Pawlak (3 year term; commencing 5/18/2023 & expiring 4/30/2025)
P. McFarland (3 year term; commencing 4/30/2023 & expiring 4/30/2026)



Board of Directors Committee Assignment Selection for 2025

Please rank any additional Board Committees you are interested in serving on using a numbering system with "1" being your first choice. If your schedule does not permit you to serve on a specific Committee please leave that Committee blank.

_____ Personnel & Compensation Committee - (Rotating Quarterly) 1st Thursday in Jan/April/July/Oct

_____ Corporate Compliance Committee - (Rotating Quarterly) 1st Thursday in Feb/May/Aug/Nov

_____ Facilities & Safety Committee - (Rotating Quarterly) 1st Thursday in March/June/Sept/Dec

_____ Recipient Rights Advisory & Appeals Committee - Monday after the 1st Thursday of each month

_____ Finance Committee - Wednesday after the 1st Thursday of each month

_____ Program Committee - 2nd Thursday of each month

_____ Audit Committee - Monday after the 2nd Thursday of each month

_____ Bylaws Committee - As needed typically in May/June of each year

Board Member Name: _____ Date: _____

Are there any changes to your current Committee assignments you would like made?

Bay-Arenac Behavioral Health Authority
Estimated Cash and Investment Balances March 31, 2025

Balance March 1, 2025	5,661,971.85
Balance March 31, 2025	5,056,814.12
Average Daily Balance	4,472,947.84
Estimated Actual/Accrued Interest March 2025	12,868.00
Effective Rate of Interest Earning March 2025	3.45%
Estimated Actual/Accrued Interest Fiscal Year to Date	98,881.48
Effective Rate of Interest Earning Fiscal Year to Date	3.51%

Note: The Cash and Investment Balances exclude Payroll and AP related Cash Accounts.

Cash Available - Operating Fund

	Rate	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25
Beg. Balance Operating Funds - Cash,													
Cash equivalents, Investments		6,109,840	6,146,590	5,488,296	1,050,935	4,168,174	6,681,815	5,888,358	5,308,678	8,600,946	7,785,099	5,777,598	5,192,261
Cash in		13,131,069	13,733,115	3,521,802	21,031,319	18,649,095	11,484,363	12,579,941	20,255,107	13,201,840	11,895,758	12,023,619	12,246,135
Cash out		(13,094,320)	(14,391,408)	(7,959,163)	(17,914,080)	(16,135,454)	(12,277,820)	(13,159,621)	(16,962,838)	(14,017,688)	(13,903,259)	(12,608,956)	(12,852,949)
Ending Balance Operating Fund		6,146,590	5,488,296	1,050,935	4,168,174	6,681,815	5,888,358	5,308,678	8,600,946	7,785,099	5,777,598	5,192,261	4,585,448
Investments													
Money Markets		6,146,590	5,488,296	1,050,935	4,168,174	6,681,815	5,888,358	5,308,678	8,600,946	7,785,099	5,777,598	5,192,261	4,585,448
90.00													
180.00													
180.00													
270.00													
270.00													
Total Operating Cash, Cash equivalents, Invested		6,146,590	5,488,296	1,050,935	4,168,174	6,681,815	5,888,358	5,308,678	8,600,946	7,785,099	5,777,598	5,192,261	4,585,448
Average Rate of Return General Funds		4.08%	4.08%	4.08%	4.08%	4.08%	4.05%	3.70%	3.61%	3.57%	3.50%	3.48%	3.45%
		4.08%	4.05%	4.08%	4.05%	4.08%	3.72%	3.70%	3.52%	3.48%	3.30%	3.38%	3.30%
Average		6,064,203	5,992,215	5,443,183	5,315,682	5,439,876	5,477,250	5,308,678	6,954,812	7,231,574	6,868,080	6,532,916	6,208,338

Cash Available - Other Restricted Funds

	Rate	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25
Beg. Balance-Other Restricted Funds -													
Cash, Cash equivalents, Investments		450,072	451,922	453,841	455,706	457,642	459,585	461,413	463,216	464,891	466,575	468,220	469,711
Cash in		1,850	1,919	1,865	1,935	1,943	1,828	1,803	1,675	1,684	1,645	1,491	1,656
Cash out													
Ending Balance Other Restricted Funds		451,922	453,841	455,706	457,642	459,585	461,413	463,216	464,891	466,575	468,220	469,711	471,366
Investments													
Money Market		451,922	453,841	455,706	457,642	459,585	461,413	463,216	464,891	466,575	468,220	469,711	471,366
91.00	0.70%												
91.00	1.10%												
91.00	1.15%												
91.00	1.35%												
90.00	1.70%												
91.00	2.05%												
90.00	2.15%	-	-	-	-	-	-	-	-	-	-	-	-
365.00	80.00%												
Total Other Restricted Funds		451,922	453,841	455,706	457,642	459,585	461,413	463,216	464,891	466,575	468,220	469,711	471,366
Average Rate of Return Other Restricted Funds		5.00%	5.00%	5.00%	5.00%	5.00%	4.99%	4.84%	4.84%	4.84%	4.84%	4.84%	4.84%
		5.00%	5.00%	5.00%	5.00%	5.00%	4.84%	4.84%	4.84%	4.84%	4.84%	4.84%	4.84%
Average		446,359	447,294	448,229	449,170	450,117	451,058	463,216	464,054	464,894	465,725	466,523	467,330
Total - Bal excludes payroll related cash accounts		6,598,512	5,942,137	1,506,641	4,625,816	7,141,400	6,349,771	5,771,894	9,065,837	8,251,674	6,245,818	5,661,972	5,056,814
Total Average Rate of Return		4.19%	4.19%	4.18%	4.19%	4.19%	4.17%	3.84%	3.71%	3.63%	3.58%	3.52%	3.51%

**Bay-Arenac Behavioral Health
Report of Bids for Lawn Care
April 9, 2025**

Site: Arenac Center

Vendor	Mowing	Shrub Trimming	Seasonal Cleanup	Weed Spraying	Misc Services
Pro-Scape Landscaping	\$70.08/visit	\$75/hour	Spring & Fall - \$60/hour	\$128.92/visit	

Site: Horizon Home

Vendor	Mowing	Shrub Trimming	Seasonal Cleanup	Weed Spraying	Misc Services
Great Lakes Hydro Seeding	\$50/visit	\$145/visit	Spring - \$95 Fall - \$95	\$75/visit	\$55/hour + materials

Site: Madison Building

Vendor	Mowing	Shrub Trimming	Seasonal Cleanup	Weed Spraying	Misc Services
Great Lakes Hydro Seeding	\$50/visit	\$145/visit	Spring - \$240 Fall - \$115	\$175/time	\$55/hour + materials

Site: Parish Road

Vendor	Mowing	Shrub Trimming	Seasonal Cleanup	Weed Spraying	Misc Services
Great Lakes Hydro Seeding	\$100/visit	\$95/visit	Spring - \$205 Fall - \$205	\$170/visit	\$55/hour + materials
Pro-Scape Landscaping	\$146.22/visit	\$75/hour	Spring & Fall - \$60/hour	\$151.39/visit	

Recommended for Arenac County site: Pro-Scape Landscaping

Recommended for Bay County sites: Great Lakes Hydro Seeding

**Bay-Arenac Behavioral Health
Finance Council Board Meeting
Summary of Proposed Contracts
April 9, 2025**

			Old Rate	New Rate	Term	Out Clause?	Performance Issues? (Y/N) Risk Assessment Rating (Poor/Fair/Good/Excellent)
SECTION I. SERVICES PROVIDED BY OUTSIDE AGENCIES							
Clinical Services							
1	N	DEAF C.A.N. (Sylvan Lake, MI) ASL Interpretation Services	\$0	\$130/hour up to the first 2 hours; \$65/each addl. hour + mileage, round trip	5/1/25 - Ongoing	Y	New Provider
2	M	Flatrock - Fenton South (Fenton, MI) 1 BABHA individual moving to this location	\$0	\$542.39/day	3/25/25 - 9/30/25	Y	N
3	N	Hickory Hollow Specialized Residential (Flint, MI) CLS home has obtained licensure and entering into Residential Type A contract effective the date the licensure was obtained	\$0	\$749.76/day + up to 16 hours of 1:1 staffing @ \$25.50/hour	3/11/25 - 9/30/25	Y	N
4	T	Hickory Hollow Specialized Residential (Flint, MI) Termination of the CLS contract due to the home becoming licensed	\$12.06/unit	\$0	Terminated eff. 3/10/25	Y	N
5	T	Disability Network of Mid-Michigan Termination of the contract for CLS services	\$6.59/unit	\$0	Terminated eff. 5/31/25	Y	N
6	M	Noble Pathway Pediatric Therapy Services Increase to the 97153 service code	\$13.13/unit	\$16.50/unit	11/1/24 - 9/30/25	Y	N
7	ES/S	Touchstone Services, Inc. 6 month contract extension	Cost settled contract	Cost settled contract	4/1/25 - 9/30/25	Y	N
8	N	Westwood Specialized Residential (Flint, MI) CLS home has obtained licensure and entering into Residential Type A contract effective the date the licensure was obtained	\$0	\$749.76/day + up to 16 hours of 1:1 staffing @ \$25.50/hour	3/17/25 - 9/30/25	Y	N
9	T	Westwood Specialized Residential (Flint, MI) Termination of the CLS contract due to the home becoming licensed	\$12.06/unit	\$0	Terminated eff. 3/16/25	Y	N
Admin/Other Services							
10	R	DocuSign eSignature module <i>Business Pro Addition - up to 5 users</i> <i>Premier support</i>	\$1,913/year \$287/year	\$2,400/year \$360/year	4/20/25 - 4/19/26	Y	N
11	R	Pro-Scape, Inc. Lawn care - 1000 Cedar, Standish Mowing Shrub trimming Seasonal cleanups Weed spraying	\$53/service \$65/hour \$55/hour N/A	\$70.08/service \$75/hour \$60/hour \$128.92/service	5/1/25 - 4/30/27	Y	N
12	R	Great Lakes Hydro-Seeding & Landscaping Lawn care - 1717 Horizon, Essexville Mowing Shrub trimming Seasonal cleanups Weed spraying	\$45/service \$48/hour \$48/hour N/A	\$50/service \$145/visit \$95/visit \$75/visit	5/1/25 - 4/30/27	Y	N
13	R	Great Lakes Hydro-Seeding & Landscaping Lawn care - 1010 N Madison, Bay City Mowing Shrub trimming Seasonal cleanups Weed spraying	\$45/service \$48/hour \$48/hour N/A	\$50/service \$145/visit Spring - \$240/visit & Fall - \$115/visit \$175/visit	5/1/25 - 4/30/27	Y	N
14	R	Great Lakes Hydro-Seeding & Landscaping Lawn care - 1961 Parish, Kawkawlin Mowing Shrub trimming Seasonal cleanups Weed spraying	\$95/service \$48/hour \$48/hour N/A	\$100/service \$95/visit \$205/visit \$170/visit	5/1/25 - 4/30/27	Y	N
SECTION II. SERVICES PROVIDED BY THE BOARD (REVENUE CONTRACTS)							
SECTION III. STATE OF MICHIGAN GRANT CONTRACTS							
SECTION IV. MISC PURCHASES REQUIRING BOARD APPROVAL							
15	N	Wood Law Firm, PLLC Bay County Probate Court/Guardianship Matter	\$0	\$1,500 retainer fee \$300/hour for attorney services \$150/hour for support staff services	N/A	N/A	N/A

R = Renewal with rate increase since previous contract
D = Renewal with rate decrease since previous contract
S = Renewal with same rate as previous contract
ES = Extension

M = Modification
N = New Contract/Provider
NC = New Consumer
T = Termination

Footnotes:

BAY-ARENAC BEHAVIORAL HEALTH AUTHORITY

POLICIES AND PROCEDURES MANUAL

Chapter: 4	Care and Treatment Services		
Section: 9	Health Care Management		
Topic: 23	Medical Procedures and Treatment Completed by BABH Staff and at BABH Sites		
Page: 1 of 2	Supersedes Date:	Approval Date:	
	Pol:	Pol:	<i>Board Chairperson Signature</i>
	Proc:	Proc:	<i>Chief Executive Officer Signature</i>
Note: Unless this document has an original signature, this copy is uncontrolled and valid on this date only: 3/5/2025. For controlled copy, view Agency Manuals - Medworxx on the BABHA Intranet site.			

DO NOT WRITE IN SHADED AREA ABOVE

Policy

It is the policy of Bay-Arenac Behavioral Health Authority (BABHA) etc. to ensure that individuals residing in our Specialized Residential AFC live in a safe environment and that all staff working with these individuals are trained to perform all care that a resident may require. Additionally, BABH ensures that Direct Care staff are not performing skilled nursing procedures or other procedures that are outside of their job description or scope of practice.

Purpose

The purpose of this procedure is to provide guidance to staff working in BABHA operated and contract licensed foster homes, community living supports (CLS) sites, day programs, and all other facilities in which BABHA staff or contractors are providing care regarding which medical procedures are allowed or not allowed at sites and/or can or cannot be performed by non-medical staff.

Education Applies to:

- ☐ All BABHA Staff
- ☒ Selected BABHA Staff, as follows: Horizon Home DCW, North Bay CLS
- ☐ All Contracted Providers: ☐ Policy Only ☐ Policy and Procedure
- ☒ Selected Contracted Providers, as follows: Specialized Residential Providers and CLS providers
 - ☐ Policy Only ☐ Policy and Procedure
- ☐ Other:

BAY-ARENAC BEHAVIORAL HEALTH AUTHORITY POLICIES AND PROCEDURES MANUAL

Chapter: 4	Care and Treatment Services		
Section: 9	Health Care Management		
Topic: 23	Medical Procedures and Treatment Completed by BABH Staff and at BABH Sites		
Page: 2 of 2	Supersedes Date:	Approval Date:	
	Pol:	Pol:	<i>Board Chairperson Signature</i>
	Proc:	Proc:	<i>Chief Executive Officer Signature</i>
Note: Unless this document has an original signature, this copy is uncontrolled and valid on this date only: 3/5/2025. For controlled copy, view Agency Manuals - Medworxx on the BABHA Intranet site.			

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SUBMISSION FORM				
AUTHOR/ REVIEWER	APPROVING BODY/COMMITTEE/ SUPERVISOR	APPROVAL /REVIEW DATE	ACTION (Deletion, New, No Changes, Replacement or Revision)	REASON FOR ACTION - If replacement list policy to be replaced
S. VanParis	HPC	6/15/2022	NEW	NEW

BAY-ARENAC BEHAVIORAL HEALTH POLICIES AND PROCEDURES MANUAL

Chapter: 8	Fiscal Management		
Section: 1	Accounting		
Topic: 1	Basis of Accounting		
Page: 1 of 2	Supersedes Date: Pol: 12-17-15, 3-18-04, 5-20-99 Proc:	Approval Date: Pol: 11-18-21 Proc:	<div style="border-bottom: 1px solid black; margin-bottom: 5px;">Board Chairperson Signature</div> <div style="border-bottom: 1px solid black; margin-bottom: 5px;">Chief Executive Officer Signature</div>
	Note: Unless this document has an original signature, this copy is uncontrolled and valid on this date only: 4/1/2025. For Controlled copy, view Agency Manuals- Medworxx on the BABHA Intranet Site		

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Policy

It is the policy of Bay-Arenac Behavioral Health Authority (BABHA) to maintain a modified accrual basis of financial accounting as required by the Department of Treasury. In addition, BABHA is obligated to issue financial statements and reports in accordance with guidelines from the Governmental Finance Officer's Association (GFOA), including Governmental Accounting Standards Board (GASB) 34, which requires financial statement presentation on a full accrual basis, GASB 68, accounting and financial reporting for pensions, ~~and~~ GASB 75, accounting and financial reporting for postemployment benefits other than pensions, [GASB 87, accounting for Leases, and GASB 96, accounting for Subscription-Based Information Technology Arrangements-](#)

It is the policy of BABHA to adhere to the following accounting and auditing standards, principles and procedures that are cited in The Michigan Department of Health and Human Services (MDHHS)/Pre-Prepaid Inpatient Health Plan (PIHP) Medicaid Managed Specialty Supports and Service Concurrent 1915(b)/(c) Waiver Program (Medicaid Contract) and the MDHHS/Community Mental Health Services Program (CMHSP) Managed Mental Health Supports and Services Contract (General Fund Contract):

- a. Generally Accepted Accounting Principles (GAAP) for Governmental Units.
- b. Generally Accepted Auditing Standards (GAAS)
- c. Audits of State and Local Governmental Units issued by the American Institute of Certified Public Accountants (current edition)
- d. 2 CFR 200 Subpart E Cost Principles (supersedes Office of Management and Budget Circular A-87). (Except for the conditions described in 6.6.1 of the General Fund Contract)

Purpose

This policy is to establish an accrual method of accounting.

Applicability

- ☐ All BABH Staff
- ☒ Selected BABH Staff, as follows: Financial Services Staff

BAY-ARENAC BEHAVIORAL HEALTH POLICIES AND PROCEDURES MANUAL

Chapter: 8	Fiscal Management		
Section: 1	Accounting		
Topic: 1	Basis of Accounting		
Page: 2 of 2	Supersedes Date: Pol: 12-17-15, 3-18-04, 5-20-99 Proc:	Approval Date: Pol: 11-18-21 Proc:	<div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> <i>Board Chairperson Signature</i>
			<div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> <i>Chief Executive Officer Signature</i>
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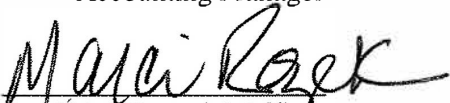
- ☐ All Contracted Providers: ☐ Policy Only ☐ Policy and Procedure
☐ Selected Contracted Providers, as follows:
 ☐ Policy Only ☐ Policy and Procedure
☐ BABH's Affiliates: ☐ Policy Only ☐ Policy and Procedure
☐ Other:

SUBMISSION FORM				
AUTHOR/ REVIEWER	APPROVING BODY/COMMITTEE/ SUPERVISOR	APPROVAL /REVIEW DATE	ACTION (Deletion, New, No Changes, Replacement or Revision)	REASON FOR ACTION - If replacement list policy to be replaced
M. Wolbert	J. Wesolowski	11/25/2009	Revision	Format changes only
M. Rozek	C. Pinter	09/28/2015	Revision	PS format changes. Indicate 2 CFR 200 Subpart E Cost Principles supersedes OMB A-87. Also added GAAS to policy statement.
M. Rozek	C. Pinter	6/28/17	Revision	Format changes and added references/legal authority
M. Rozek	C. Pinter	9/1/18	No changes	Triennial review-no changes
M. Rozek	C. Pinter	8/20/21	Revisions	Triennial review, added reference to GASBs 68 and 75
K. White	M. Rozek	09/26/24	Revisions	Triennial review, added reference to GASBs 87 and 96

**Bay-Arenac Behavioral Health
Financial Statements
For Period Ending 03/31/2025**

Certified for Accuracy


Accounting Manager


Chief Financial Officer

Bay-Arenac Behavioral Health Statement of Net Assets

Bay-Arenac Behavioral Health Consolidated Income Statement:

By Month to Date

By Year to Date

Bay-Arenac Behavioral Health Reconciliation of Fund Balance:

Bay-Arenac Behavioral Health Reconciliation of Unreserved Fund Balance:

Bay-Arenac Behavioral Health Fund Balance Summary:

Bay-Arenac Behavioral Health Cash Flow Statement

Bay-Arenac Behavioral Health Projected Cash Flows

**Bay Arenac Behavioral Health
Statement of Net Assets**

Column Identifiers			
A	B	C	
1	ASSETS	Mar 31, 2025	Sept 30, 2024
2	<u>Current Assets</u>		
3	Cash and cash equivalents	\$3,625,821.56	\$4,894,930.68
4	Consumer and insurance receivables	217,162.32	192,843.18
5	Due from other governmental units	7,710,452.80	7,094,667.58
6	Contract and other receivables	223,274.90	288,615.57
7	Interest receivable	0.00	0.00
8	Prepaid items	604,908.02	444,849.69
9	Total Current Assets	12,381,619.60	12,915,906.70 (3+4+5+6+7+8)
10	Noncurrent Assets		
11	<u>Cash and cash Equivalents - restricted</u>		
12	Restricted for compensated absences	1,524,729.31	1,514,776.32
13	Restricted temporarily - other	111,270.26	111,510.10
14	Cash and Cash Equivalents - restricted	1,635,999.57	1,626,286.42 (12+13)
15	<u>Capital Assets</u>		
16	Capital assets - land	424,500.00	424,500.00
17	Capital assets - depreciable, net	6,368,374.54	6,368,374.54
18	Capital assets - construction in progress	-	-
19	GASB 87 Right to Use Bldg	2,272,819.47	2,272,819.47
20	GASB 87 Accum Depr, Lease Amortization	(613,824.99)	(613,824.99)
21	Accumulated depreciation	(4,195,259.13)	(4,103,871.94)
22	Capital Asset, net	4,256,609.89	4,347,997.08 (16+17+18+19+20+21)
23	Total Noncurrent Assets	5,892,609.46	5,974,283.50 (14+22)
24	TOTAL ASSETS	18,274,229.06	18,890,190.20 (9+23)
25	LIABILITIES		
26	<u>Current Liabilities</u>		
27	Accounts payable	0.00	3,852,625.64
28	Accrued wages and payroll related liabilities	193,915.10	275,406.50
29	Other accrued liabilities	4,697,864.04	1,360,069.00
30	Due to other governmental units	258,665.00	243,583.00
31	Deferred Revenue	2,553.73	2,903.73
32	Current portion of long term debt	16,738.31	16,738.31
33	Other current liabilities	-	-
34	Total Current Liabilities	5,169,736.18	5,751,326.18 (27+28+29+30+31+32+33)
35	<u>Noncurrent Liabilities</u>		
36	Long term debt, net of current portion	221,832.56	230,134.98
37	GASB 87 Noncurrent Lease Liability	1,502,277.10	1,502,277.10
38	Compensated absences	1,441,934.75	1,359,019.52
39	Total Noncurrent Liabilities	3,166,044.41	3,091,431.60 (36+37+38)
40	TOTAL LIABILITIES	8,335,780.59	8,842,757.78 (34+39)
41	NET ASSETS		
42	<u>Fund Balance</u>		
43	Restricted for capital purposes	3,966,653.00	3,966,653.00
44	Unrestricted fund balance - PBIP	2,827,136.47	2,827,136.47
45	Unrestricted fund balance	3,144,659.00	3,253,642.95
46	Total Net Assets	\$9,938,448.47	\$10,047,432.42 (43+44+45) and (24-40)

Bay Arenac Behavioral Health
For the Month Ending March 31, 2025
Summary of All Units

Column Identifiers						
A	B	C	D	E	F	G
	March Actual	2025 YTD Actual	2025 YTD Budget	(C-D) Variance	(C / D) % to Budget	2025 Monthly Budget
Income Statement						
REVENUE						
Risk Contract Revenue						
Medicaid Specialty Supports & Services	4,614,642.26	29,405,588.79	31,480,681.00	(2,075,092.21)	93%	5,246,780.17
Medicaid Autism	1,125,759.55	6,020,888.92	2,920,474.50	3,100,394.42	206%	486,745.75
State Genl Fund Priority Population	135,504.00	813,027.00	813,026.50	0.50	100%	135,504.42
GF Shared Savings Lapse	0.00	0.00	0.00	0.00	0%	0.00
Total Risk Contract Revenue	5,875,905.81	36,239,484.71	35,214,182.00	1,025,302.71	103%	5,869,030.33 (3+4+5+6)
Program Service Revenue						
Medicaid, CWP FFS	0.00	0.00	0.00	0.00	0%	0.00
Other Fee For Service	33,524.84	115,733.97	194,889.50	(79,155.53)	59%	32,481.58
Total Program Service Revenue	33,524.84	115,733.97	194,889.50	(79,155.53)	59%	32,481.58 (9+10)
Other Revenue						
Grants and Earned Contracts	152,400.88	946,516.65	787,704.50	158,812.15	120%	131,284.08
SSI Reimbursements, 1st/3rd Party	7,503.50	41,573.60	37,545.00	4,028.60	111%	6,257.50
County Appropriation	65,587.83	393,526.98	393,527.25	(0.27)	100%	65,587.87
Interest Income - Working Capital	13,167.21	100,635.09	158,288.75	(57,653.66)	64%	26,381.46
Other Local Income	805.00	15,052.70	231,719.50	(216,666.80)	6%	38,619.92
Total Other Revenue	239,464.42	1,497,305.02	1,608,784.99	(111,479.97)	93%	268,130.83 (13+14+15+16+17)
TOTAL REVENUE	6,148,895.07	37,852,523.70	37,017,856.49	834,667.21	102%	6,169,642.75 (7+11+18)
EXPENSE						
SUPPORTS & SERVICES						
Provider Claims						
State Facility - Local portion	7,781.00	53,699.06	87,679.50	33,980.44	61%	14,613.25
Community Hospital	703,356.17	4,126,242.11	3,756,029.50	(370,212.61)	110%	626,004.92
Residential Services	1,249,550.76	7,926,345.96	7,702,225.50	(224,120.46)	103%	1,283,704.25
Community Supports	2,209,015.26	13,702,600.50	12,963,598.50	(739,002.00)	106%	2,160,599.75
Total Provider Claims	4,169,703.19	25,808,887.63	24,509,533.00	(1,299,354.63)	105%	4,084,922.17 (23+24+25+26)
Operating Expenses						
Salaries	1,258,308.55	7,612,316.36	7,168,406.41	(443,909.96)	106%	1,194,734.40
Fringe Benefits	386,723.72	2,356,134.31	2,389,940.54	33,806.23	99%	398,323.42
Consumer Related	6,132.18	22,438.91	23,725.79	1,286.88	95%	3,954.30
Program Operations	100,792.12	811,422.23	940,522.53	129,100.30	86%	156,753.75
Facility Cost	100,678.95	372,548.27	350,510.00	(22,038.27)	106%	58,418.33
Purchased Services	1,192.50	14,441.07	26,602.69	12,161.62	54%	4,433.78
Other Operating Expense	146,787.59	760,606.34	1,062,941.55	302,335.21	72%	177,156.93
Local Funds Contribution	17,906.00	107,436.00	107,436.00	0.00	100%	17,906.00
Interest Expense	639.01	3,889.34	4,118.50	229.16	94%	686.42
Depreciation	15,231.18	91,387.19	108,237.00	16,849.81	84%	18,039.50
Total Operating Expenses	2,034,391.80	12,152,620.02	12,182,440.99	29,820.97	100%	2,030,406.83 (29+30+31+32+33+34+35+36+37+38)
TOTAL EXPENSES	6,204,094.99	37,961,507.65	36,691,973.99	(1,269,533.66)	103%	6,115,329.00 (27+39)
NET SURPLUS/(DEFICIT)	(55,199.92)	(108,983.95)	325,882.50	(434,866.45)	-33%	54,313.75 (19-40)
Notes:						
Medicaid Revenue includes an accrual for additional funds if a (shortage) exists/reduction of funds if a surplus exists from/to Mid-State Health Network as follows:						
BASED ON PEPM FUNDING:						
Net Medicaid (shortage): (\$5,326,846)						
Medicaid (shortage): (\$790,080)						
Healthy Michigan (shortage): (\$2,230,463)						
Autism (shortage): (\$2,306,303)						
BASED ON APPROVED BUDGET:						
Net Medicaid shortage: (\$1,157,277)						
Medicaid surplus: \$174,175						
Healthy Michigan (shortage): (\$949,271)						
Autism (shortage): (\$382,181)						

**BAY-ARENAC BEHAVIORAL HEALTH
RECONCILIATION OF FUND BALANCE
AS OF MARCH 31, 2025**

	TOTALS
Fund Balance 09/30/2024	10,047,432.42
Net (loss)/income March 2025	(108,983.95)
Net Increase/(Decrease) Funds Restricted for Capital Purposes	<u>-</u>
Calculated Fund Balance 3/31/2025	9,938,448.47
Statement of Net Assets Fund Balance 3/31/2025	9,938,448.47
Difference	-

**BAY-ARENAC BEHAVIORAL HEALTH
RECONCILIATION OF UNRESTRICTED FUND BALANCE
AS OF MARCH 31, 2025**

	<u>TOTALS</u>
Unrestricted Fund Balance 9/30/2024	6,080,779.42
Net (loss)/income March 2025	(108,983.95)
Increase/Decrease in net assets	<u>-</u>
Calculated Unrestricted Fund Balance 3/31/2025	5,971,795.47
Statement of Net Assets Unrestricted Fund Balance 3/31/2025	5,971,795.47
Difference	-

**Bay-Arenac Behavioral Health
Fund Balance Summary**

	Sept. 30, 2024 Unrestricted <u>Fund Balance</u>	Mar 31, 2025 Permanently <u>Restricted</u>	Mar 31, 2025 Temporarily <u>Restricted</u>	Mar 31, 2025 Unrestricted/ <u>Reserved</u>	Mar 31, 2025 Total <u>Fund Balance</u>
Unrestricted	3,253,643	-	-	3,144,659	3,144,659
Capital Purposes	844,325	-	-	844,325	844,325
Invested in Capital Assets	3,122,328	-	-	3,122,328	3,122,328
Performance Incentive Pool	<u>2,827,136</u>	<u>-</u>	<u>-</u>	<u>2,827,136</u>	<u>2,827,136</u>
Balances	10,047,432	-	-	9,938,448	9,938,448

BAY-ARENAC BEHAVIORAL HEALTH
Cash Flow

	Apr 25	May 25	Jun 25	Jul 25	Aug 25	Sep 25	Oct 25	Nov 25	Dec 25	Jan 26	Feb 26	Mar 26
Estimated Funds:												
Beginning Inv. Balance	-	-	-	-	-	-	-	-	-	-	-	-
Investment	-	-	-	-	-	-	-	-	-	-	-	-
Additions/(Subtractions)	-	-	-	-	-	-	-	-	-	-	-	-
Month End Inv. Balance	-	-	-	-	-	-	-	-	-	-	-	-
Beginning Cash Balance	4,585,448	3,714,544	2,924,141	2,303,596	1,566,909	2,826,505	2,205,960	1,069,273	1,278,870	658,325	1,471,638	702,235
Total Medicaid	4,905,887	4,905,887	4,905,887	4,905,887	4,905,887	4,905,887	4,905,887	4,905,887	4,905,887	4,905,887	4,905,887	4,905,887
Total General Fund	135,504	135,506	135,505	135,504	135,506	135,505	135,504	135,506	135,505	135,504	135,506	135,505
Estimated Misc. Receipts	89,759	89,759	205,900	89,759	89,759	205,900	89,759	89,759	205,900	89,759	89,759	205,900
Client Receipts	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000
Interest	11,212	11,212	11,212	11,212	11,212	11,212	11,212	11,212	11,212	11,212	11,212	11,212
Total Estimated Cash	9,782,811	8,911,908	8,237,646	7,500,959	6,764,272	8,140,010	7,403,323	6,266,637	6,592,375	5,855,688	6,669,002	6,015,740
Total Estimated Available Funds	9,782,811	8,911,908	8,237,646	7,500,959	6,764,272	8,140,010	7,403,323	6,266,637	6,592,375	5,855,688	6,669,002	6,015,740
Estimated Expenditures:												
1st Payroll	550,000	550,000	550,000	550,000	550,000	550,000	550,000	550,000	550,000	550,000	550,000	550,000
Special Pay												
ETO Buyouts												
2nd Payroll	550,000	550,000	550,000	550,000	550,000	550,000	550,000	550,000	550,000	550,000	550,000	550,000
Board Per Diem	3,343	3,343	3,343	3,343	3,343	3,343	3,343	3,343	3,343	3,343	3,343	3,343
3rd Payroll					550,000					550,000		
1st Friday Claims	294,968	294,968	294,968	294,968	294,968	294,968	294,968	294,968	294,968	294,968	294,968	294,968
Mortgage Pmt	2,032	2,032	2,032	2,032	2,032	2,032	2,032	2,032	2,032	2,032	2,032	2,032
2nd Friday Claims	1,505,077	1,505,077	1,505,077	1,505,077	1,505,077	1,505,077	1,505,077	1,505,077	1,505,077	1,505,077	1,505,077	1,505,077
Board Week Bay Batch	1,144,989	1,144,989	1,144,989	1,144,989	1,144,989	1,144,989	1,144,989	1,144,989	1,144,989	1,144,989	1,123,989	1,123,989
Board Week Claims	1,109,217	975,000	975,000	975,000	975,000	975,000	975,000	975,000	975,000	975,000	975,000	975,000
Credit Card	-	-	-	-	-	-	-	-	-	-	-	-
4th Friday Claims	908,641	908,641	908,641	908,641	908,641	908,641	908,641	908,641	908,641	908,641	908,641	908,641
5th Friday Claims					400,000		400,000			400,000		
Local FFP payment to MSHN		53,717			53,717			53,717			53,717	
Transfer to State of MI												
Transfer from/(to) Reserve Account												
Settlement with MSHN												
Funds from MSHN					(3,000,000)			(1,000,000)		(2,500,000)		
Transfer to (from) HRA												
Transfer to (from) Investment												
Transfer to (from) Capital Acct												
Total Estimated Expenditures	6,068,267	5,987,767	5,934,050	5,934,050	3,937,767	5,934,050	6,334,050	4,987,767	5,934,050	4,384,050	5,966,767	5,913,050
Estimated Month End Cash Balance	3,714,544	2,924,141	2,303,596	1,566,909	2,826,505	2,205,960	1,069,273	1,278,870	658,325	1,471,638	702,235	102,690

Bay-Arenac Behavioral Health

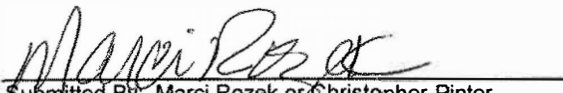
Cash Flow Forecasting For the Month of April

	<u>Bank Balance</u>	<u>Investment Balance</u>
Estimated Cash Balance April 1, 2025	4,585,448	-
Investment Purchased/Interest	-	-
Investments coming due during month	-	-
Estimated Cash Balance April 30, 2025	4,585,448	-
 Estimated Cash Inflow:		
Medicaid Funds:	4,905,887	
General Fund Dollars:	135,504	
Board Receipts:	89,759	
Client Receipts:	55,000	
Funds from Investment:	-	
Interest:	11,212	
Total Estimated Cash Inflow:	5,197,363	
 Estimated Cash Outflow:		
Payroll Dated: 04/11/25	(550,000)	
Payroll Dated: 04/24/25	(550,000)	
Board Per Diem Payroll: 04/18/25	(3,343)	
Payroll Dated:	-	
 Claims Disbursements: 04/04/25	(294,968)	
Claims Disbursements: 04/11/25	(1,505,077)	
Claims Disbursements: 04/18/25	(1,109,217)	
A/P Disbursements: 04/18/25	(1,144,989)	
Mortgage Payment: 04/24/25	(2,032)	
Claims Disbursements: 04/24/25	(908,641)	
Claims Disbursements:	-	
Local FFP Payment:	-	
Transfer to Reserve Acct:	-	
HRA transfer:	-	
Transfer to(from) MSHN:	-	
Transfer to State of MI	-	
Purchased Investment	-	
Total Estimated Cash Outflow:	(6,068,267)	
 Estimated Cash Balance on April 30, 2025	3,714,544	-
	(0)	-

Bay Arenac Behavioral Health
201 Mulholland, Bay City, MI 48708
Electronic Funds Transfers including Cash Transfers/Wires/ACHs
March 2025

<u>Funds Paid from/ Transferred from:</u>	<u>Funds Paid to/ Transferred to:</u>	<u>Amount</u>	<u>Date of Payment</u>	<u>Description</u>	<u>Authorized By</u>
Flagstar Bank	Flagstar Bank	20,000.00	3/4/2025	Transfer from MMKT Account to General Account	Marci Rozek
Flagstar Bank	Flagstar Bank	135,000.00	3/6/2025	Transfer from General Account to MMKT Account	Marci Rozek
Flagstar Bank	Flagstar Bank	791,419.49	3/6/2025	Transfer Gross Amt of Accts Payable to Payable Acct	Marci Rozek
Flagstar Bank	Flagstar Bank	595,000.00	3/7/2025	Transfer from General Account to MMKT Account	Marci Rozek
Flagstar Bank	Flagstar Bank	19,113.12	3/10/2025	Credit Card Payment	Marci Rozek
Flagstar Bank	Flagstar Bank	15,000.00	3/11/2025	Transfer from General Account to MMKT Account	Marci Rozek
Flagstar Bank	Flagstar Bank	10,000.00	3/12/2025	Transfer from General Account to MMKT Account	Marci Rozek
Flagstar Bank	Flagstar Bank	570,000.00	3/12/2025	Transfer from MMKT Account to General Account	Marci Rozek
Flagstar Bank	Huntington Nat'l Bank	4,453.39	3/13/2025	Transfer from General Account to Flex Spending Account	Marci Rozek
Flagstar Bank	Huntington Nat'l Bank	562,561.50	3/13/2025	Transfer from General Account to Payroll Account	Marci Rozek
Flagstar Bank	Flagstar Bank	1,631,505.57	3/13/2025	Transfer Gross Amt of Accts Payable to Payable Acct	Marci Rozek
Flagstar Bank	Flagstar Bank	1,030,000.00	3/14/2025	Transfer from General Account to MMKT Account	Marci Rozek
Flagstar Bank	Flagstar Bank	10,000.00	3/18/2025	Transfer from General Account to MMKT Account	Marci Rozek
Flagstar Bank	Flagstar Bank	1,765,041.01	3/20/2025	Transfer Gross Amt of Accts Payable to Payable Acct	Marci Rozek
Flagstar Bank	Flagstar Bank	210,000.00	3/21/2025	Transfer from General Account to MMKT Account	Marci Rozek
Flagstar Bank	Huntington Nat'l Bank	1,889.26	3/21/2025	Transfer from General Account to Payroll Account	Marci Rozek
Flagstar Bank	Huntington Nat'l Bank	2,031.96	3/24/2025	Transfer from General Acct for Mortgage payment	Marci Rozek
Flagstar Bank	Flagstar Bank	560,000.00	3/26/2025	Transfer from MMKT Account to General Account	Marci Rozek
Flagstar Bank	Huntington Nat'l Bank	4,314.93	3/27/2025	Transfer from General Account to Flex Spending Account	Marci Rozek
Flagstar Bank	Huntington Nat'l Bank	550,737.48	3/27/2025	Transfer from General Account to Payroll Account	Marci Rozek
Flagstar Bank	Flagstar Bank	824,599.70	3/27/2025	Transfer Gross Amt of Accts Payable to Payable Acct	Marci Rozek
Flagstar Bank	Flagstar Bank	3,540,000.00	3/28/2025	Transfer from General Account to MMKT Account	Marci Rozek

Total Transfers: **12,852,667.41**


Submitted By: Marci Rozek or Christopher Pinter
Chief Financial Officer or Chief Executive Officer

Bay Arenac Behavioral Health
201 Mulholland, Bay City, MI 48708
Electronic Funds Transfers for Vendor ACH Payments
March 2025

<u>Funds Paid from:</u>	<u>EFT #</u>	<u>Funds Paid to:</u>	<u>Amount</u>	<u>Date of Pmt</u>	<u>Authorized By</u>
Flagstar Bank	E7437	MONTCALM CARE NETWORK	1,683.15	3/7/2025	Marci Rozek
Flagstar Bank	E7438	HAVENWYCK HOSPITAL	36,102.29	3/7/2025	Marci Rozek
Flagstar Bank	E7439	HOPE NETWORK BEHAVIORAL HEALTH	102.71	3/7/2025	Marci Rozek
Flagstar Bank	E7440	MICHIGAN COMMUNITY SERVICES IN	36,929.20	3/7/2025	Marci Rozek
Flagstar Bank	E7441	LIBERTY LIVING, INC.	32,549.43	3/7/2025	Marci Rozek
Flagstar Bank	E7442	SUPERIOR CARE OF MICHIGAN LLC	7,744.80	3/7/2025	Marci Rozek
Flagstar Bank	E7443	DISABILITY NETWORK	14,282.00	3/7/2025	Marci Rozek
Flagstar Bank	E7444	HEALTHSOURCE	40,023.17	3/7/2025	Marci Rozek
Flagstar Bank	E7445	MPA GROUP NFP, Ltd.	35,272.59	3/7/2025	Marci Rozek
Flagstar Bank	E7446	SAGINAW PSYCHOLOGICAL SERVICES	25,525.31	3/7/2025	Marci Rozek
Flagstar Bank	E7447	DO-ALL, INC.	8,883.62	3/7/2025	Marci Rozek
Flagstar Bank	E7448	New Dimensions	6,334.47	3/7/2025	Marci Rozek
Flagstar Bank	E7449	TOUCHSTONE SERVICES, INC	7,187.82	3/7/2025	Marci Rozek
Flagstar Bank	E7450	Winningham, Linda Jo	110.00	3/7/2025	Marci Rozek
Flagstar Bank	E7451	WILSON, STUART T. CPA, P.C.	79,989.83	3/7/2025	Marci Rozek
Flagstar Bank	E7452	AUTISM SYSTEMS LLC	7,198.26	3/7/2025	Marci Rozek
Flagstar Bank	E7453	CENTRIA HEALTHCARE LLC	29,763.55	3/7/2025	Marci Rozek
Flagstar Bank	E7454	PERSONAL ASSISTANCE OPTIONS INC	37,523.46	3/7/2025	Marci Rozek
Flagstar Bank	E7455	Flourish Services, LLL	22,511.92	3/7/2025	Marci Rozek
Flagstar Bank	E7456	GAME CHANGER PEDIATRIC THERAPY	61,017.70	3/7/2025	Marci Rozek
Flagstar Bank	E7457	Spectrum Autism Center	14,258.38	3/7/2025	Marci Rozek
Flagstar Bank	E7458	ENCOMPASS THERAPY CENTER LLC	46,880.43	3/7/2025	Marci Rozek
Flagstar Bank	E7459	Acorn Health of Michigan	109.04	3/7/2025	Marci Rozek
Flagstar Bank	E7460	MERCY PLUS HEALTHCARE SERVICES LLC	13,329.81	3/7/2025	Marci Rozek
Flagstar Bank	E7461	Positive Behavior Supports Corporation	449.53	3/7/2025	Marci Rozek
Flagstar Bank	E7462	HEALING WITH HEART	200.00	3/7/2025	Marci Rozek
Flagstar Bank	E7463	SERENITY HOUSE RESIDENTIAL CARE SERVICE	21,200.00	3/7/2025	Marci Rozek
Flagstar Bank	E7464	Bay Human Services, Inc.	64,265.00	3/7/2025	Marci Rozek
Flagstar Bank	E7465	HAMPTON AUTO REPAIR	54.59	3/7/2025	Marci Rozek
Flagstar Bank	E7466	Moduform, Inc.	1,548.42	3/7/2025	Marci Rozek
Flagstar Bank	E7467	SHRED EXPERTS LLC	462.50	3/7/2025	Marci Rozek
Flagstar Bank	E7468	STATE OF MICHIGAN DEPT OF COMM HEALTH A	8,417.58	3/7/2025	Marci Rozek
Flagstar Bank	E7469	Yeo & Yeo Technology	270.00	3/7/2025	Marci Rozek
Flagstar Bank	E7470	AUGRES CARE CENTER, INC	3,470.32	3/14/2025	Marci Rozek
Flagstar Bank	E7471	HAVENWYCK HOSPITAL	1,676.00	3/14/2025	Marci Rozek
Flagstar Bank	E7472	HOPE NETWORK BEHAVIORAL HEALTH	79,622.05	3/14/2025	Marci Rozek
Flagstar Bank	E7473	Hope Network Southeast	119,542.72	3/14/2025	Marci Rozek
Flagstar Bank	E7474	BEACON SPECIALIZED LIVING SVS	17,294.00	3/14/2025	Marci Rozek
Flagstar Bank	E7475	Fitzhugh House, LLC	10,049.00	3/14/2025	Marci Rozek
Flagstar Bank	E7476	Bay Human Services, Inc.	248,042.94	3/14/2025	Marci Rozek
Flagstar Bank	E7477	MICHIGAN COMMUNITY SERVICES IN	298,514.63	3/14/2025	Marci Rozek
Flagstar Bank	E7478	CENTRAL STATE COMM. SERVICES	27,558.38	3/14/2025	Marci Rozek
Flagstar Bank	E7479	VALLEY RESIDENTIAL SERVICES	124,820.45	3/14/2025	Marci Rozek
Flagstar Bank	E7480	LIBERTY LIVING, INC.	31,713.24	3/14/2025	Marci Rozek
Flagstar Bank	E7481	Closer to Home, LLC	17,446.24	3/14/2025	Marci Rozek
Flagstar Bank	E7482	DISABILITY NETWORK	14,352.59	3/14/2025	Marci Rozek
Flagstar Bank	E7483	HEALTHSOURCE	51,840.00	3/14/2025	Marci Rozek
Flagstar Bank	E7484	CEDAR CREEK HOSPITAL	14,677.00	3/14/2025	Marci Rozek
Flagstar Bank	E7485	PHC OF MICHIGAN - HARBOR OAKS	8,500.00	3/14/2025	Marci Rozek
Flagstar Bank	E7486	MPA GROUP NFP, Ltd.	44,712.93	3/14/2025	Marci Rozek
Flagstar Bank	E7487	LIST PSYCHOLOGICAL SERVICES	1,145.61	3/14/2025	Marci Rozek
Flagstar Bank	E7488	SAGINAW PSYCHOLOGICAL SERVICES	16,368.75	3/14/2025	Marci Rozek
Flagstar Bank	E7489	DO-ALL, INC.	7,298.80	3/14/2025	Marci Rozek
Flagstar Bank	E7490	New Dimensions	8,921.98	3/14/2025	Marci Rozek
Flagstar Bank	E7491	TOUCHSTONE SERVICES, INC	14,041.20	3/14/2025	Marci Rozek
Flagstar Bank	E7492	Winningham, Linda Jo	450.00	3/14/2025	Marci Rozek
Flagstar Bank	E7493	Nutrition for Wellness	782.50	3/14/2025	Marci Rozek
Flagstar Bank	E7494	WILSON, STUART T. CPA, P.C.	73,910.74	3/14/2025	Marci Rozek
Flagstar Bank	E7495	CAREBUILDERS AT HOME, LLC	45,536.91	3/14/2025	Marci Rozek
Flagstar Bank	E7496	CENTRIA HEALTHCARE LLC	11,367.76	3/14/2025	Marci Rozek
Flagstar Bank	E7497	GAME CHANGER PEDIATRIC THERAPY	63,259.37	3/14/2025	Marci Rozek
Flagstar Bank	E7498	Spectrum Autism Center	22,628.84	3/14/2025	Marci Rozek
Flagstar Bank	E7499	ENCOMPASS THERAPY CENTER LLC	61,488.87	3/14/2025	Marci Rozek
Flagstar Bank	E7500	Positive Behavior Supports Corporation	1,288.59	3/14/2025	Marci Rozek
Flagstar Bank	E7501	Banaszak, Tim	45.50	3/21/2025	Marci Rozek
Flagstar Bank	E7502	BICKEL, MEREDITH	118.90	3/21/2025	Marci Rozek

Flagstar Bank	E7503	Bryan, Kelly	206.41	3/21/2025	Marci Rozek
Flagstar Bank	E7504	BYRNE, RICHARD	166.60	3/21/2025	Marci Rozek
Flagstar Bank	E7505	BYRSKI, RASHELL	8.68	3/21/2025	Marci Rozek
Flagstar Bank	E7506	Castillo, Mariah	573.35	3/21/2025	Marci Rozek
Flagstar Bank	E7507	CERESKE, KIM	99.79	3/21/2025	Marci Rozek
Flagstar Bank	E7508	COOK, BRIANNA	161.47	3/21/2025	Marci Rozek
Flagstar Bank	E7509	Cook, Jordyn	179.90	3/21/2025	Marci Rozek
Flagstar Bank	E7510	Crete, Jerome T	50.40	3/21/2025	Marci Rozek
Flagstar Bank	E7511	Deshano, Jennifer	182.70	3/21/2025	Marci Rozek
Flagstar Bank	E7512	HECHT, KERENSA	86.10	3/21/2025	Marci Rozek
Flagstar Bank	E7513	HEWTTY, MARIA	68.46	3/21/2025	Marci Rozek
Flagstar Bank	E7514	Huerta, Justin	226.29	3/21/2025	Marci Rozek
Flagstar Bank	E7515	JINKS, KIM	408.80	3/21/2025	Marci Rozek
Flagstar Bank	E7516	Kohn, Jessica	137.90	3/21/2025	Marci Rozek
Flagstar Bank	E7517	KOIN, STACEY E.	135.10	3/21/2025	Marci Rozek
Flagstar Bank	E7518	Lemiesz, Rachel	121.66	3/21/2025	Marci Rozek
Flagstar Bank	E7519	McClure, Laurel	222.81	3/21/2025	Marci Rozek
Flagstar Bank	E7520	MOSCISKI, DEIDRA	47.08	3/21/2025	Marci Rozek
Flagstar Bank	E7521	NAGEL, LISA	33.60	3/21/2025	Marci Rozek
Flagstar Bank	E7522	NESTORAK, TIFFANY	402.29	3/21/2025	Marci Rozek
Flagstar Bank	E7523	Niemiec, Kathleen	65.10	3/21/2025	Marci Rozek
Flagstar Bank	E7524	NIX, HEATHER	63.00	3/21/2025	Marci Rozek
Flagstar Bank	E7525	POSEY, TIFFANY	46.20	3/21/2025	Marci Rozek
Flagstar Bank	E7526	Rechsteiner, Elise	189.35	3/21/2025	Marci Rozek
Flagstar Bank	E7527	Rooker, Stephani	84.91	3/21/2025	Marci Rozek
Flagstar Bank	E7528	ROSE, KEVIN	53.90	3/21/2025	Marci Rozek
Flagstar Bank	E7529	Schumacher, Pamela	296.60	3/21/2025	Marci Rozek
Flagstar Bank	E7530	Strode, Eric	18.62	3/21/2025	Marci Rozek
Flagstar Bank	E7531	VanWert, Laurie	50.60	3/21/2025	Marci Rozek
Flagstar Bank	E7532	VASCONCELOS, FLAVIA	515.85	3/21/2025	Marci Rozek
Flagstar Bank	E7533	VOGEL, HOLLI	60.90	3/21/2025	Marci Rozek
Flagstar Bank	E7534	Woodcock, Timothy	473.20	3/21/2025	Marci Rozek
Flagstar Bank	E7535	MICHIGAN COMMUNITY SERVICES IN	955.89	3/21/2025	Marci Rozek
Flagstar Bank	E7536	SAGINAW PSYCHOLOGICAL SERVICES	308.00	3/21/2025	Marci Rozek
Flagstar Bank	E7537	BAY CITY CRU	92,529.00	3/21/2025	Marci Rozek
Flagstar Bank	E7538	A2Z CLEANING & RESTORATION INC.	4,801.00	3/21/2025	Marci Rozek
Flagstar Bank	E7539	Badour Heating & Cooling	325.00	3/21/2025	Marci Rozek
Flagstar Bank	E7540	Bromberg & Associates, LLC	100.00	3/21/2025	Marci Rozek
Flagstar Bank	E7541	Calm.com, Inc.	5,460.00	3/21/2025	Marci Rozek
Flagstar Bank	E7542	FLEX ADMINISTRATORS INC	874.15	3/21/2025	Marci Rozek
Flagstar Bank	E7543	GoTo Technologies USA, Inc.	102.98	3/21/2025	Marci Rozek
Flagstar Bank	E7544	HOSPITAL PSYCHIATRY PLLC	42,000.00	3/21/2025	Marci Rozek
Flagstar Bank	E7545	KING COMMUNICATIONS	170.15	3/21/2025	Marci Rozek
Flagstar Bank	E7546	MOVVA, USHA	27,500.00	3/21/2025	Marci Rozek
Flagstar Bank	E7547	NETSOURCE ONE, INC.	37,994.71	3/21/2025	Marci Rozek
Flagstar Bank	E7548	New Dimensions, Inc.	700.00	3/21/2025	Marci Rozek
Flagstar Bank	E7549	PETER CHANG ENTERPRISES, INC.	23,326.86	3/21/2025	Marci Rozek
Flagstar Bank	E7550	Professional Insurance Consultants	200.00	3/21/2025	Marci Rozek
Flagstar Bank	E7551	PRO-SCAPE, INC.	870.00	3/21/2025	Marci Rozek
Flagstar Bank	E7552	Smith, Bridget M	4,200.00	3/21/2025	Marci Rozek
Flagstar Bank	E7553	TELNET WORLDWIDE, INC.	1,539.91	3/21/2025	Marci Rozek
Flagstar Bank	E7554	UNITED WAY OF BAY COUNTY/RENT	2,125.00	3/21/2025	Marci Rozek
Flagstar Bank	E7555	V.O.I.C.E., INC.	661.32	3/21/2025	Marci Rozek
Flagstar Bank	E7556	Yeo & Yeo Technology	315.00	3/21/2025	Marci Rozek
Flagstar Bank	E7557	MONTCALM CARE NETWORK	400.75	3/21/2025	Marci Rozek
Flagstar Bank	E7558	Bay Human Services, Inc.	199,441.34	3/21/2025	Marci Rozek
Flagstar Bank	E7559	MICHIGAN COMMUNITY SERVICES IN	33,232.50	3/21/2025	Marci Rozek
Flagstar Bank	E7560	CENTRAL STATE COMM. SERVICES	85.19	3/21/2025	Marci Rozek
Flagstar Bank	E7561	LIBERTY LIVING, INC.	32,102.59	3/21/2025	Marci Rozek
Flagstar Bank	E7562	HEALTHSOURCE	55,080.00	3/21/2025	Marci Rozek
Flagstar Bank	E7563	MPA GROUP NFP, Ltd.	40,817.35	3/21/2025	Marci Rozek
Flagstar Bank	E7564	LIST PSYCHOLOGICAL SERVICES	2,305.83	3/21/2025	Marci Rozek
Flagstar Bank	E7565	SAGINAW PSYCHOLOGICAL SERVICES	24,956.53	3/21/2025	Marci Rozek
Flagstar Bank	E7566	ARENAC OPPORTUNITIES, INC	33,634.37	3/21/2025	Marci Rozek
Flagstar Bank	E7567	DO-ALL, INC.	6,412.52	3/21/2025	Marci Rozek
Flagstar Bank	E7568	New Dimensions	9,621.92	3/21/2025	Marci Rozek
Flagstar Bank	E7569	Winningham, Linda Jo	1,523.00	3/21/2025	Marci Rozek
Flagstar Bank	E7570	Nutrition for Wellness	671.90	3/21/2025	Marci Rozek
Flagstar Bank	E7571	WILSON, STUART T. CPA, P.C.	92,608.88	3/21/2025	Marci Rozek
Flagstar Bank	E7572	CAREBUILDERS AT HOME, LLC	22,854.26	3/21/2025	Marci Rozek
Flagstar Bank	E7573	CENTRIA HEALTHCARE LLC	108,708.85	3/21/2025	Marci Rozek
Flagstar Bank	E7574	Flourish Services, LLL	47,093.55	3/21/2025	Marci Rozek
Flagstar Bank	E7575	GAME CHANGER PEDIATRIC THERAPY	68,201.11	3/21/2025	Marci Rozek
Flagstar Bank	E7576	Spectrum Autism Center	30,460.24	3/21/2025	Marci Rozek
Flagstar Bank	E7577	ENCOMPASS THERAPY CENTER LLC	53,058.68	3/21/2025	Marci Rozek

Flagstar Bank	E7578	Acorn Health of Michigan	287.92	3/21/2025	Marci Rozek
Flagstar Bank	E7579	Stables	3,712.60	3/21/2025	Marci Rozek
Flagstar Bank	E7580	MONTCALM CARE NETWORK	320.60	3/28/2025	Marci Rozek
Flagstar Bank	E7581	HAVENWYCK HOSPITAL	33,847.56	3/28/2025	Marci Rozek
Flagstar Bank	E7582	Fitzhugh House, LLC	11,595.00	3/28/2025	Marci Rozek
Flagstar Bank	E7583	Bay Human Services, Inc.	509.19	3/28/2025	Marci Rozek
Flagstar Bank	E7584	LIBERTY LIVING, INC.	32,942.15	3/28/2025	Marci Rozek
Flagstar Bank	E7585	DISABILITY NETWORK	10,655.11	3/28/2025	Marci Rozek
Flagstar Bank	E7586	HEALTHSOURCE	22,680.00	3/28/2025	Marci Rozek
Flagstar Bank	E7587	FOREST VIEW HOSPITAL	15,400.00	3/28/2025	Marci Rozek
Flagstar Bank	E7588	PHC OF MICHIGAN - HARBOR OAKS	7,650.00	3/28/2025	Marci Rozek
Flagstar Bank	E7589	MPA GROUP NFP, Ltd.	34,421.45	3/28/2025	Marci Rozek
Flagstar Bank	E7590	LIST PSYCHOLOGICAL SERVICES	6,453.73	3/28/2025	Marci Rozek
Flagstar Bank	E7591	SAGINAW PSYCHOLOGICAL SERVICES	24,273.10	3/28/2025	Marci Rozek
Flagstar Bank	E7592	PARAMOUNT REHABILITATION	12,778.56	3/28/2025	Marci Rozek
Flagstar Bank	E7593	DO-ALL, INC.	7,522.37	3/28/2025	Marci Rozek
Flagstar Bank	E7594	New Dimensions	19.60	3/28/2025	Marci Rozek
Flagstar Bank	E7595	TOUCHSTONE SERVICES, INC	7,051.20	3/28/2025	Marci Rozek
Flagstar Bank	E7596	Winningham, Linda Jo	1,179.00	3/28/2025	Marci Rozek
Flagstar Bank	E7597	Nutrition for Wellness	1,026.00	3/28/2025	Marci Rozek
Flagstar Bank	E7598	WILSON, STUART T. CPA, P.C.	76,067.62	3/28/2025	Marci Rozek
Flagstar Bank	E7599	CAREBUILDERS AT HOME, LLC	23,402.33	3/28/2025	Marci Rozek
Flagstar Bank	E7600	PERSONAL ASSISTANCE OPTIONS INC	71,066.56	3/28/2025	Marci Rozek
Flagstar Bank	E7601	Flourish Services, LLL	1,666.50	3/28/2025	Marci Rozek
Flagstar Bank	E7602	GAME CHANGER PEDIATRIC THERAPY	20,594.58	3/28/2025	Marci Rozek
Flagstar Bank	E7603	Spectrum Autism Center	23,439.00	3/28/2025	Marci Rozek
Flagstar Bank	E7604	ENCOMPASS THERAPY CENTER LLC	78,983.23	3/28/2025	Marci Rozek
Flagstar Bank	E7605	MERCY PLUS HEALTHCARE SERVICES LLC	4,907.83	3/28/2025	Marci Rozek
Flagstar Bank	E7606	MONTCALM CARE NETWORK	1,632.00	3/28/2025	Marci Rozek
Flagstar Bank	E7607	SAGINAW PSYCHOLOGICAL SERVICES	1,700.00	3/28/2025	Marci Rozek
Flagstar Bank	E7608	Dunnem, Emily	504.71	3/28/2025	Marci Rozek
Flagstar Bank	E7609	Strode, Eric	20.42	3/28/2025	Marci Rozek

Total Withdrawals:

3,758,745.24



Submitted By: Marci Rozek or Christopher Pinter
Chief Financial Officer or Chief Executive Officer

April 14, 2025

To: Sara McRae, Executive Assistant to the CEO
 From: Karl White, Accounting Manager
 Michele Perry, Finance Manager
 Re: Disbursement Audit Information for Audit Committee

The following is a summary of disbursements as presented

Administration and Services for Behavioral Health

03/21/25 Checks Sequence: #101039-101119, ACH E7501-E7556

Employee travel, conference	\$ 9,030.99
Purchase Order Invoices	\$ 7,937.63
Invoices for Routine Maintenance, purchase requisitions, & recurring	\$ 639,114.55

SUBTOTAL - Monthly Batch **\$ 656,083.17**

ITEMS FOR REVIEW:

EFT transfer - Credit Card 04/05/2025 **\$ 10,667.54**

Weekly Special Checks:

03/28/2025 Checks 101138-101148, E7606-E7609	\$ 9,111.10
04/04/2025 Checks 101156-101162, E7633-E7636	\$ 30,940.01
04/11/2025 Checks 101173-101181	\$ 13,331.27

SUBTOTAL - Special Checks **\$ 53,382.38**

Health Care payments

03/21/2025 Checks 101064-101119, ACH Pmts E7535-E7556	\$ 1,109,216.65
03/28/2025 Checks 101131-101137, ACH Pmts E7580-E7605	\$ 729,961.35
04/04/2025 Checks 101149-101155, ACH Pmts E7610-E7632	\$ 857,600.57
04/11/2025 Checks 101163-101169, ACH Pmts E7637-E7667	\$ 1,772,329.28

SUBTOTAL - Health Care Payments **\$ 4,469,107.85**

TOTAL DISBURSEMENTS **\$ 5,189,240.94**

Prepared by:

Karl White

Reviewed by:

MP

**Bay-Arenac Behavioral Health
Board of Directors Meeting
Summary of Proposed Contracts (Not Approved at Finance Committee Meeting)
4/17/2025**

			Old Rate	New Rate	Term	Out Clause?	Performance Issues? (Y/N) Risk Assessment Rating (Low/Mod/High)
SECTION I. SERVICES PROVIDED BY OUTSIDE AGENCIES							
Admin/Other Services							
1	ES/M	New Dimensions, Inc. 6 month contract extension and increase to the contract maximum	Cost settled contract	Cost settled contract; Contract maximum increase to \$425,000	4/1/25 - 9/30/25	Y	N
2	N	APS Employment Services* CLS Services	\$0	\$6.59/unit	4/23/25 - 9/30/25	Y	New Provider

R = Renewal with rate increase since previous contract
D = Renewal with rate decrease since previous contract
S = Renewal with same rate as previous contract
ES = Extension

M = Modification
N = New Contract/Provider
NC = New Consumer
T = Termination

Footnotes:

2 APS Employment Services' contract is pending organizational credentialing approval.



THE UNITED STATES
CONFERENCE OF MAYORS



The Council
of State
Governments



February 19, 2025

The Honorable John Thune
Majority Leader
United States Senate

The Honorable Mike Johnson
Speaker
United States House of Representatives

The Honorable Chuck Schumer
Minority Leader
United States Senate

The Honorable Hakeem Jeffries
Minority Leader
United States House of Representatives

RE: Proposed Changes to Medicaid Financing and Requirements

Dear Majority Leader Thune, Speaker Johnson, Minority Leader Schumer, and Minority Leader Jeffries,

As a coalition of bipartisan membership organizations representing state legislatures, mayors, cities, and counties, we are committed to working collaboratively to strengthen the Medicaid program so that states and localities can continue to meet the needs of their residents effectively. We write to express concern over proposed changes to Medicaid financing and requirements that could significantly impact state and local budgets, healthcare infrastructure, and millions of Americans who rely on the program. Medicaid is a federal-state-local partnership that provides health coverage to approximately 79 million Americans, including children, seniors, people with disabilities, and low-income adults. It covers 38 million children, funds 40% of all births, supports rural hospitals, and is the largest payer of long-term care and behavioral health services. Expansion has provided additional federal funding to 41 states, increasing access to care, particularly for those with substance use disorders.

Policy changes that mandate specific eligibility requirements and alter the fiscal makeup of the program threaten Medicaid's effectiveness and reduce state flexibility in program design. Such changes have costly implications, leading to significant coverage losses for beneficiaries and increased medical debt, with unclear long-term savings. For example, reducing the 90% federal match rate for Medicaid expansion could cut federal spending by \$561 billion over nine years, forcing states to either drop expansion or absorb higher costs—jeopardizing coverage for millions and harming state economies. Likewise, proposals such as per capita caps or block grants that do not account for increases in health costs or fluctuations in enrollment would shift financial risks to states and counties. The Congressional Budget Office estimates that half of those losing Medicaid coverage under such changes would become uninsured, leading to higher medical debt, uncompensated care costs, and potential hospital closures, particularly in rural areas.

Medicaid accounts for over half of all federal funds to states and is the largest source of federal funding for state budgets, making it essential to states' ability to design and administer healthcare programs that meet the unique needs of their populations. Preserving state flexibility and preventing significant funding cuts are both critical to ensuring Medicaid can be tailored to local priorities, as such cuts would severely limit this ability, forcing states to reduce services, restrict eligibility, or shift costs to local governments. These reductions would jeopardize access to affordable healthcare and long-term services and place an unsustainable financial burden on states and counties, which often serve as payers of last resort.

We look forward to continuing our work together as intergovernmental partners to enhance the Medicaid program and ensure that states and localities can effectively serve their residents.

Sincerely,



Tom Cochran
CEO & Executive Director
The United States Conference
of Mayors



Clarence E. Anthony
CEO & Executive Director
National League of Cities



Matthew D. Chase
Executive Director/CEO
National Association of Counties



Tim Storey
Executive Director
National Conference of State
Legislatures



David Adkins
CEO and Executive Director
The Council of State Governments



Marc Ott
CEO & Executive Director
International City/County
Management Association

Cc: The United States House of Representatives
The United States Senate

[1] ABMJ Consulting, "Economic Effects of Medicaid Expansion in Montana: 2025 Update." [2025-MedEx-Economic-Impacts_FINAL.pdf](#). [2] The Colorado Health Foundation. "Assessing the Economic and Budgetary Impact of Medicaid Expansion in Colorado: FY 2015-16 through FY 2034-35." [Medicaid_Expansion_Full_ONLINE_.PDF](#)



April 3, 2025

The Honorable Mike Johnson
Speaker of the House
United States House of Representatives
Washington, D.C. 20003

The Honorable John Thune
Majority Leader
United States Senate
Washington, D.C. 20510

The Honorable Hakeem Jeffries
Minority Leader
United States House of Representatives
Washington, D.C. 20003

The Honorable Chuck Schumer
Minority Leader
United States Senate
Washington, DC 20510

Dear Speaker Johnson, Majority Leader Thune, Minority Leader Jeffries, and Minority Leader Schumer:

A healthy, productive America is a goal that we all should strive to meet as it makes our nation stronger. Inherent in that effort is ensuring that our nation's health care system is strong, efficient, and effective. The Medicaid program plays a critical role by providing access to health care services for those most vulnerable and in need, supporting safety-net providers — particularly in rural and underserved communities — and delivering a cost-effective coverage option. The cuts under consideration would have a direct impact on Medicaid beneficiaries and their ability to access needed health care. It is with this understanding that the Modern Medicaid Alliance (MMA) and its allies write to express our deep concerns and opposition to proposals as part of any joint budget resolution that would require significant reductions in federal funding to the Medicaid program to meet its targets. We urge the Senate and the House of Representatives to reject cuts to Medicaid as work continues to develop the joint fiscal year 2025 budget resolution.

The MMA is a partnership that includes leading U.S. advocacy organizations that value Medicaid. Its mission is to educate policymakers and the public about the program's benefits and to promote understanding of Medicaid's role in improving the lives of individuals and communities across the U.S. The members of the MMA and its supporters urge Congress to reject proposals that would reduce program funding or impose arbitrary, bureaucratic barriers that hinder access to care, burden providers, or otherwise undermine the stability of our nation's health care system.

Medicaid has proven to be an efficient and effective program. A reflection of the value of the program is the high level of support among Americans, with 76% expressing a favorable view, including 60% of Republicans and Trump voters.^{1,2} Medicaid provides essential access to care for children, people with disabilities, seniors, caregivers, veterans, and workers at low-wage jobs that do not offer health benefits. What is more, the vast majority of beneficiaries who can work

¹ <https://data.modernmedicaid.org/MMA/>

² <https://www.kff.org/medicaid/poll-finding/kff-health-tracking-poll-public-views-on-potential-changes-to-medicaid/>

do so: 92% of non-disabled adults under 65 who rely on Medicaid are either working, caring for a family member, managing an illness or disability, or attending school.³

Medicaid also serves as a vital foundation for critical health care providers. Rural, community, and children's hospitals rely on Medicaid to sustain services, and rural communities will be hit hardest by cuts to Medicaid funding which would force hospital closures, eliminate maternity care, limit access to other essential services, and lay off staff.^{4,5} The resulting losses to core health care infrastructure will endanger access to lifesaving care for everyone who lives in the affected communities.

Medicaid also covers 63% of nursing home residents nationwide, filling the gap left by Medicare's limited long-term care benefit. Since many residents remain in nursing homes well beyond the few weeks Medicare typically covers, Medicaid is essential to meeting the high cost of care and ensuring continued access.⁶

The program is equally vital for providers serving children, veterans, those with disabilities, caregivers, and those with behavioral health conditions living in the community. Hospitals and clinics depend on Medicaid to cover care for low-income patients, and cuts to funding would sharply increase uncompensated care costs — driving up medical debt, imposing added financial pressure on state and local governments, and shifting costs to those with private coverage. Health center leaders warn that even a small shift in patients from Medicaid to uninsured status could force clinics to reduce services or close locations, jeopardizing access to cost-effective primary care and medical services in communities.

While we appreciate that Congress is faced with challenging decisions, we strongly believe, as does the American public, that the correct course is to protect and preserve the Medicaid program and reject proposals to cut federal funding and apply policies that result in the loss of coverage. We look forward to working with you and stand ready to share constituent stories highlighting the value and importance of the Medicaid program.

Sincerely,

AARP
AASA, The School Superintendents Association
Academy of Managed Care Pharmacy
ADVION (formerly National Association for the Support of Long Term Care)
AHIP
Alliance for Aging Research
Alliance for Rights and Recovery

³ <https://www.kff.org/medicaid/issue-brief/5-key-facts-about-medicaid-work-requirements/>

⁴ <https://pmc.ncbi.nlm.nih.gov/articles/PMC6904260/>

⁵ <https://www.americanprogress.org/article/medicaid-block-grants-and-per-capita-caps-jeopardize-state-budgets-health-care-access-and-public-health/>

⁶ <https://medicareadvocacy.org/wp-content/uploads/2025/02/Issue-Brief-Medicaid-and-Nursing-Homes.pdf>

Alliance for Women's Health and Prevention
Alliance of Community Health Plans (ACHP)
American Academy of Family Physicians
American Academy of Pediatrics
American Association for Community Psychiatry
American Association of Nurse Practitioners
American Association on Health and Disability
American Cancer Society Cancer Action Network
American College of Nurse-Midwives
American College of Obstetricians and Gynecologists
American Foundation for Suicide Prevention
American Nurses Association
American Psychological Association Services
American Society of Addiction Medicine
American Speech-Language-Hearing Association
Asian & Pacific Islander American Health Forum (APIAHF)
Association for Community Affiliated Plans
Association of People Supporting Employment First (APSE)
Asthma and Allergy Foundation of America
Autistic Self Advocacy Network
Blue Cross Blue Shield Association
Caregiver Action Network
Caring Across Generations
CHC: Creating Healthier Communities
Children's Hospital Association
CommunicationFIRST
Community Catalyst
CureLGMD2i
Depression and Bipolar Support Alliance (DBSA)
Families USA
Federation of American Hospitals
Global Liver Institute
Health Care Transformation Task Force
Healthcare Leadership Council
Healthy Schools Campaign
HealthyWomen
Huntington's Disease Society of America
International Society of Psychiatric Mental Health Nurses
Justice in Aging
Kaiser Permanente
Lakeshore Foundation
LeadingAge
Legal Action Center
LGMD2D Foundation
Little Lobbyists

Lutheran Services in America
Medicaid Health Plans of America (MHPA)
Mental Health America
Mission: Motherhood
NAACP
NAADAC, the Association for Addiction Professionals
National Adult Day Services Association
National Alliance for Caregiving
National Alliance on Mental Illness
National Association of Addiction Treatment Providers
National Association of Community Health Centers
National Association of Pediatric Nurse Practitioners
National Association of Rural Health Clinics
National Council for Mental Wellbeing
National Disability Rights Network (NDRN)
National Federation of Families
National Health Council
National League for Nursing
National Rural Health Association
New Hampshire Psychological Association
NHMH - No Health without Mental Health
Nurses Who Vaccinate
Pennsylvania Psychological Association
Policy Center for Maternal Mental Health
Postpartum Support International Utah Chapter
Postpartum Support International Arizona Chapter
Providence
RetireSafe
School-Based Health Alliance
Speak Foundation
TASC, Inc. (Treatment Alternatives for Safe Communities)
TASH
Tennessee Association of Adult Day Services
The American Counseling Association
The Arc of the United States
The National Collaborative for Transformative Youth Policy
The National Service Office for Nurse-Family Partnership and Child First
Treatment Communities of America
Trinity Health
UnidosUS
United Spinal Association
Young People in Recovery
Youth Power Project

WHEREAS, The State of Michigan is required by MCL 330.1116 “...to promote and maintain an adequate and appropriate system of community mental health services programs” (CMHSPs) and “shift primary responsibility for the direct delivery of public mental health services from the state to a community mental health services program...”; and

WHEREAS, The State of Michigan is required by MCL 330.1202 to “financially support, in accordance with chapter 3, community mental health services programs that have been established and that are administered according to the provisions of this chapter.”; and

WHEREAS, The Bay County Board of Commissioners and the Arenac County Board of Commissioners established by enabling resolution in 2001, Bay-Arenac Behavioral Health (BABHA), a community mental health authority as provided for in MCL 330.1210; and

WHEREAS, BABHA is required by MCL 330.1206 and 1208 to “provide a comprehensive array of services and supports to residents of Bay and Arenac Counties with the most severe forms of mental illness, intellectual/developmental disabilities, and serious emotional disturbances”; and

WHEREAS, Bay and Arenac Counties have experienced significant increases in service demand since the end of the public health emergency that parallels national trends indicating the United States is enduring a significant mental health crisis, with nearly one in three adults experiencing anxiety and depression symptoms during 2023ⁱ.

WHEREAS, This problem is particularly acute among children and youth to the degree that the American Academy of Pediatrics and others have declared a National emergency in child and adolescent mental health since 2021ⁱⁱ with suicide as the second leading cause of death among youth ages 10 to 24ⁱⁱⁱ.

WHEREAS, The increases in service demand specific to BABHA are reflected in nearly all service categories but are particularly dramatic in the areas of inpatient psychiatric hospitalization, services to children and families and services related to autism.

WHEREAS, the Michigan Department of Health and Human Services (MDHHS) distributes Medicaid behavioral health funding to the CMHSPs on the basis of a capitated rate setting process and a shared regional risk contract.

WHEREAS, Although BABHA capitation revenues increased 6% between 2021 and 2025, actual Medicaid expenses increased approximately 26% during this same period. As a result, several CMHSPs are struggling to meet the financial obligations of the Medicaid program at the same time unspent behavioral health funds for 2024 were returned by MDHHS to the State Treasury^{iv}.

WHEREAS, The current projection is that both Medicaid Mental Health and Healthy Michigan behavioral health line items may be underspent again by a combined \$280 million in 2025.

THEREFORE BE IT RESOLVED, that Bay County urges MDHHS to take the actions necessary to distribute the actual legislative appropriation for fiscal year 2025 to the CMHSP system. These funds are needed to address the increasing expenses related to service demand, enrollment issues, medical inflation, and legislative changes such as unemployment and earned sick time enacted in the last year; and

BE IT FURTHER RESOLVED, that Bay County urges MDHHS to re-evaluate the upcoming fiscal year 2026 Medicaid rate setting process against the additional factors noted above and make the adjustments necessary to sustain the Medicaid specialty behavioral health program across all CMHSPs in Michigan; and

BE IT FINALLY RESOLVED, that a copy of this resolution be provided to Governor Gretchen Whitmer, Senate Majority Leader Winnie Brinks, Speaker of the House Matt Hall, Senator Michele Hoyenga, Representative Timothy Beson, Representative Mike Hoadley, MDHHS Director Elizabeth Hertel, the Michigan Association of Counties, and all Michigan counties.

ⁱ N. Panchal, H. Saunders, R. Rudowitz, & C. Cox, “The Implications of COVID-19 for Mental Health and Substance Use” (Washington: KFF, March 20, 2023)

ⁱⁱ American Academy of Pediatrics, AAP-AACAP-CHA Declaration of a National Emergency in Child and Adolescent Mental Health, Statement (October 19, 2021)

ⁱⁱⁱ L. Hua, J. Lee, M. Rahmandar, & E. Sigel, “Suicide and Suicide Risk in Adolescents,” *Pediatrics*, 153, no. 1(2024): e2023064800

^{iv} Michigan House Fiscal Agency, “FY2023-24 Supplemental Appropriations Summary: House Passed, Article 7, House Bill 4161 (H-2), March 6, 2025.

Critical Time Intervention (CTI) Model:

[Critical Time Intervention | CTI Model | Critical Time Intervention](#) – this link has more about the background, evidence for effectiveness, HANDOUTS, and FAQs. The FAQ page gives a lot of info.

Critical Time Intervention (CTI) is a time-limited evidence-based practice that mobilizes support for society's most vulnerable individuals during periods of *transition* (from institutions / inpatient / jail / etc.). It facilitates community integration and continuity of care by ensuring that a person has enduring ties to their community and support systems during these critical periods. CTI has been applied with veterans, people with mental illness, people who have been homeless or in prison, and many other groups. The model has been widely used on four continents.

Core Components

- Addresses a period of transition
- Time-limited
- Phased approach
- Focused
- Decreasing intensity over time
- Community-based
- No early discharge
- Small caseloads
- Harm reduction approach
- Weekly team supervision
- Regular full caseload review

There are 4 Phases in the Model. (They consider Pre-CTI a phase.)

Pre-CTI

Develop a trusting relationship with client.

Phase 1: Transition

Provide support and begin to connect client to people and agencies that will assume the primary role of support.

- Make home visits
- Engage in collaborative assessments
- Meet with existing supports
- Introduce client to new supports
- Give support and advice to client and caregivers

Phase 2: Try-Out

Monitor and strengthen support network and client's skills.

- Observe operation of support network
- Mediate conflicts between client and caregivers
- Help modify network as necessary
- Encourage client to take more responsibility

Phase 3: Transfer of Care

Terminate CTI services with support network safely in place.

- Step back to ensure that supports can function independently
- Develop and begin to set in motion plan for long-term goals
- Hold meeting with client and supports to mark final transfer of care
- Meet with client for last time to review progress made

Housing First Model:

These websites have a fact sheet, checklist, and toolkit available.

[Housing First - National Alliance to End Homelessness](#)

[Organizational Change: Adopting a Housing First Approach - National Alliance to End Homelessness](#)

[Housing First Checklist: Assessing Projects and Systems for a Housing First Orientation | United States Interagency Council on Homelessness](#)

Housing First is a homeless assistance approach that

- prioritizes providing permanent housing to people experiencing homelessness
- is guided by the belief that people need basic necessities like food and a place to live before attending to anything less critical, such as getting a job, budgeting properly, or attending to substance use issues
- is based on the understanding that client choice is valuable in housing selection and supportive service participation
- believes exercising that choice is likely to make a client more successful in remaining housed and improving their life.

Housing First *does not require* people experiencing homelessness to address all of their problems including behavioral health problems, or to graduate through a series of services programs before they can access housing. The Housing First approach views housing as the foundation for life improvement and enables access to permanent housing without prerequisites or conditions beyond those of a typical renter. Supportive services are offered to support people with housing stability and individual well-being, but participation is not required as services have been found to be more effective when a person chooses to engage.

Housing First works with both families and individuals.

Elements:

- Housing First programs often provide rental assistance that varies in duration depending on the household's needs.
- Consumers sign a standard lease and are able to access supports as necessary to help them do so.
- A variety of voluntary services may be used to promote housing stability and well-being during and following housing placement.

Two common models followed:

1. **Permanent supportive housing (PSH) is targeted to individuals and families with *chronic illnesses, disabilities, mental health issues, or substance use disorders* who have experienced long-term or repeated homelessness.** It provides long-term rental assistance and supportive services.
2. A second model, rapid re-housing, is employed for a wide variety of individuals and families. It provides short-term rental assistance and services. The goals are to help people obtain housing quickly, increase self-sufficiency, and remain housed. The Core Components of rapid re-housing—housing identification, rent and move-in assistance, and case management and services—operationalize Housing First principals.



RURAL MENTAL HEALTH AND FIRST RESPONDER LEADERS

Join our bimonthly virtual roundtable events promoting community-based mental health and local first responder collaboration on relevant topics nominated by members and addressing barriers impacting rural communities in Michigan.

MiREMS Website

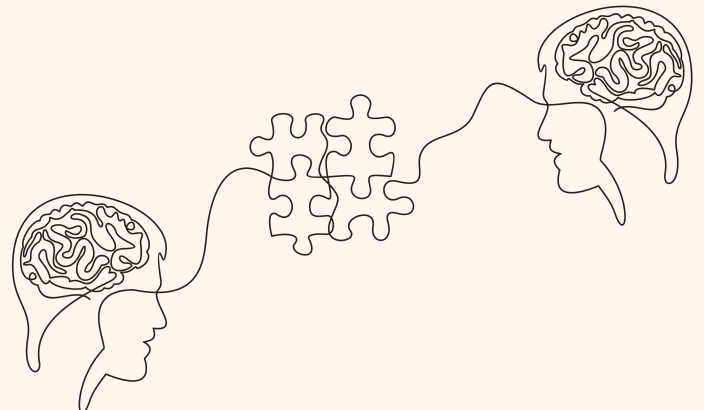


Our Focus

- Enhancing Interdisciplinary Communication
- Training Opportunities
- Exchanging Ideas
- Creative Problem-Solving with Limited Resources

By: nikvector Source: Adobe Stock
Asset ID#: 671471514

Your participation is essential to enhance current systems that serve rural Michigan communities.



**Bay-Arenac Behavioral Health
Authority**

**EDUCATION &
TRAINING
PLAN**

20~~23~~25 - 20~~25~~27

Reviewed/Revised: ~~1/12/23~~2/24/25

Board Adoption:

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Attachments

Mandatory Employee Training (Attachment 1)
Principles of Adult Learning (Attachment 2)
Guidelines for Submitting Continuing Education Credit Applications to the Staff Development Center (Attachment 3)
Training Requirements Table (Attachment 4)
Horizon Home Verification of Training Form (Attachment 5)
North Bay Center New Staff Orientation Form (Attachment 6)

PART ONE: OVERVIEW

Overview

Bay-Arenac Behavioral Health Authority has operated local educational programs for many years. The scope of this plan is limited to those education and training activities provided by Bay-Arenac Behavioral Health Authority, including training provided to organizations within its provider network and contracted provider agencies. The supervision of the educational program is under the Human Resources Director. This plan is effective for two years from the date of Board approval.

Conceptual Framework

Values

BABHA values staff education ~~as a means to~~ optimize staff competencies, support operational compliance with regulatory and accrediting body requirements and continually improve performance. Providing staff with educational opportunities is an important aspect of the employer-employee relationship and motivates staff to continue to improve their skills and prepare to progress into leadership positions, if desired.

All training content offered is consistent with principles of person/family centered planning, people first language, ~~recovery-oriented~~ recovery-oriented system of care, self-determination, community inclusion, recipient rights, trauma informed care, corporate compliance and use of evidence based clinical practices.

We seek to achieve the highest levels of staff competency. Educational initiatives will ~~increasingly~~ focus on achievement of specific competencies and/or effective acquisition of demonstrable skills as opposed to information dissemination and general knowledge acquisition.

We understand the demand on staff time and will strive to offer training that is efficient and flexible while remaining value added. ~~As resources become increasingly constrained and the demands upon staff time expand, flexibility and efficiency has become an increasingly important value for educational initiatives. With that in mind, the~~ The following principles are offered as a value hierarchy for selection of training methodologies for staff education:

1. Use of self-directed and web-based training, where feasible and appropriate to the training content.
2. Use of classroom style activities when the training content warrants it, using both virtual and in person classrooms.
3. Thorough data collection to capture all sources of staff development and learning, including external conference attendance, informal education (overseen by the supervisor), in-services and self-directed learning.
4. Integration of education with existing staff gatherings, such as group or individual supervision and staff meetings, where feasible and appropriate.
5. Responding to new training demands collaboratively where feasible and appropriate to reduce duplication of effort, including development of shared training events and/or shared purchasing of outside training resources as needed.

Learning Principles

The adult learning model is a guiding principle of the BABHA Training Plan. The fundamentals of the Adult Learning Principles (*based upon the work of John Goodlad, see Attachment 1 for more information; source: <http://www.teachermentors.com>*) state adults prefer learning situations which:

- Are practical and problem-centered;
- Promote their positive self-esteem;
- Integrate new ideas with existing knowledge;
- Show respect for the individual learner;
- Capitalize on their experience; and
- Allow choice and self-direction

See Attachment #1 for more information on the fundamentals of the Adult Learning Principles.

BABHA strives to maintain high standards for the content of education offered, using feedback from others to continue to improve, not only training content, but applicability to the job duties of staff. Training is designed to be of high quality, readily accessible and applicable to staff, but also as enjoyable as possible. To this end the Education Coordinator strives to create dynamic learning environments through use of a variety of learning methods, including traditional classroom training, conferences and seminars, self-directed learning using web-based or written materials, among other means. In addition to lecture materials, interactive activities, videos, PowerPoint presentations and experiential learning methods are employed.

The Education Coordinator monitors trends in behavioral health and human services and works to anticipate staff training needs to help keep skills current with market demands.

Definitions of Terms

Education: Conferences, clinical supervision, informal learning (i.e., supervised self-study)

In-Service: Review of a specific document, policy, plan, procedure, protocol, etc.

Self-directed learning: Independent study of written or web-based educational content, typically with specific objectives and post testing. Does not include any live instruction.

Staff: This plan uses the term “staff” in its broadest sense, to include all employees of BABHA and select staff of identified contracted providers within the BABHA Provider Network.

Live Training / Synchronous Training: Live instruction, typically with specific objectives and post testing, module or curriculum driven ~~content~~. Can be live in-person or live-virtual classroom.

Online Training- Online courses available through registration may be synchronous/live trainings or asynchronous virtual learning modules.

Web-Based Resources – Training Materials available to download. No course instruction provided.

PART TWO: EDUCATION & TRAINING
PROGRAM

Bay-Arenac Behavioral Health Authority (BABHA) Staff Education Goals and Priorities

The following are BABHA training priorities for the years ~~2023-2025~~ through 202~~7~~⁵ (subject to revision):

1. Ongoing coordination of leadership/management training options to meet specific objectives identified in the BABHA Strategic Plan.
2. Coordinate and/or provide technical support for ongoing training in Evidence Based Practices.
3. -Identify and promote educational offerings for non-clinical staff, including Mental Health First Aid and CPI as appropriate.
4. Participate in Mid-State Health Network (MSHN) work groups and committees as requested and implement regional training policies and procedures, as appropriate.
5. Provide and/or coordinate ongoing training in support of BABHA staff, such as gentle teaching, CPI, and other related areas as needed.
6. Ongoing development of online training through Relias.
7. Maintain a training matrix that includes competency/objective statements for all courses, rationale for the training requirement, staff groups required to be trained and frequency requirements.
8. Maintain approved CE Provider Status with the Michigan Social Work Continuing Education Collaborative office.
9. Respond to feedback and staff training needs gathered from the BABHA employees and supervisors.
10. Maintain a list of subject matter experts for internal training.
11. Participate in the- State Training Guidelines Work Group. ~~MHAT no longer active~~
12. Offer ~~6—84-6~~ continuing education training events per year.
- 13.. Work with Horizon Home Management Team to develop content for site specific staff development with the objective of streamlining the training process and meeting required completion timeframes.
- ~~13-~~
- ~~14.1. Work with Horizon Home Management Team to develop content for site specific staff development with the objective of streamlining the training process and meeting required completion timeframes.~~

In addition, the BABHA Staff Development Center (SDC) plans to continue to coordinate the following current activities:

- Assist clinical staff with continuing education requirements for licensing, certifications, Continuing Education (CE) applications (see Attachment 3 - Guidelines for Submitting CE Applications).
- Promote training in Evidence Based Practice (EBP)
- Provide Group Home Curriculum (GHC) Training for direct support professionals in specialized residential settings.
- Stay ~~abreast current on~~ developments regarding Group Home Training guidelines.
- Coordinate New Employee Orientation.
- Coordinate Mental Health First Aid (as needed).
- Provision of mandated education by regulatory bodies.

- Mandated annual update training in required topic areas (see Attachment 1).
- Provide training in non-violent crisis intervention for identified staff.
- Provide on-line HSW training for identified staff.
- Coordinate needs-based or internally mandated training (e.g.: Recipient Rights).
- Coordinate internal training events.
- Assist with registrations for training as requested.
- Provide design and/or technical assistance for presentations.
- Maintenance of the electronic registration system.
- Maintain training records per the Record Retention Policy and Procedure.
- Provide educational information related to staff development via the agency intranet site.
- Develop new and strengthen existing professional relationships with other BABHA departments and with contracted provider agencies.

BABHA Training Accomplishments from 2023-2025

- The Staff Development Department for BABH initiated and completed the coordination of the following number live synchronous training opportunities for staff and contacted providers.

<u>Year</u>	<u>Number of planned live synchronous trainings</u>	<u>Number of completed live synchronous trainings</u>
<u>2023</u>	<u>204</u>	<u>173</u>
<u>2024</u>	<u>207</u>	<u>172</u>

- Coordinated classes returning to in-person starting in July 2023 after Covid Restrictions were lifted including: CPI Initial and Refresher, Working With People in Culture of Gentleness, Recipient Rights.
- Acquired software to improve BABH custom online learning modules to be more ADA compliant and offer interactive content.
- Completed re-vetting of group home curriculum state training guidelines for the next 3-year cycle.
- Updated content for Basic Health, Basic Medication, and Food and Nutrition classes in coordination with Nursing leadership and nursing instructor team.
- Planned and coordinated the move of Basic Health, Basic Medications, and Food and Nutrition classes moving back to the Madison training rooms from North Bay.
- Identified, trained, and implemented two new Red Cross certified CPR and First Aid trainers to the training team for BABH.
- Engaged and maintained 5 certified CPI instructors for the BABH training team.
- Identified, trained, and implemented a Youth Mental Health First Aid trainer for BABH.
- Coordinated with the Assisted Outpatient Treatment Coordinator to enroll and complete Adult Mental Health First Aid instructor training.
- Coordinated and implemented two sessions offering CE training for staff on Ethics in Social Work and SUD Intervention/Pain Management training.
- Coordinated and implemented a CE training for staff on DBT.
- Engaged BABH with the Statewide Training Work Group by regularly attending meetings and active participation with the group.

- Initiated planned and implemented a formalized ATP training plan for internal staff and contracted provider groups in cooperation with the Finance Team.

BABHA Training Accomplishments from 2020—2022

- ~~Online training options for Introduction to Residential Services, Environmental Emergencies/Fire Safety and Cultural Competence/LEP~~
- ~~Completed vetting of group home curriculum state training guidelines~~
- ~~Transitioned Basic Health, Nutrition and Food and Basic Medication classes back to in-person.~~
- ~~Implemented new 2021 version of ARC CPR/FA training in August 2022.~~
- ~~Offered:~~
 - ~~Implicit Bias and Beyond Implicit Bias CE training~~
 - ~~Ethics in Social Work and SUD Intervention/Pain Management training—2 sessions~~
 - ~~Supported Decision Making as an Alternative to Guardianship~~
 - ~~DPOAs/Estate Planning—2 sessions~~
 - ~~Compiled list of social work licensing rules and shared with BABH staff and contracted providers~~
 - ~~Multi-Cultural Treatment link on Intranet~~
 - ~~Prescriber Training on Web-Based training site~~
 -
-

Mandatory and Optional Training

New Employee Orientation requirements and the accompanying forms are located in Chapter 7 of BABHA's Policy and Procedure Manual located within Medworxx, on the BABHA Intranet site.

The GHC is offered directly by BABHA's Staff Development Center. GHC training requirements and procedures are specified in Chapter 7 of BABHA's Policy and Procedure Manual. It is also available as a training resource for all BABHA contracted providers via the BABHA Web-Based Training Resource Site.

SDC employees receive and respond to input and requests for staff education resulting from strategic planning by BABHA Leadership, employee surveys, focus group meetings (internal and community), work groups, population committees, accrediting bodies and Mid-State Health Network (PHIP). These requests are subject to supervisory approval.

Requests for training from contract agencies may be considered and are also subject to department capacity and supervisory approval.

The Michigan Department of Health and Human Services (MDHHS) conducts annual site reviews of BABHA, including review of state mandated training requirements for Community Mental Health Service Programs. The Commission on Accreditation for Rehabilitation Facilities (CARF) also conducts a survey every three years for BABHA accreditation renewal. The Mid-State Health Network (MSHN) conducts an annual survey related to compliance with MSHN's training requirements. The Staff Development Center endeavors to provide required education

in a manner that increases the potential for all staff to be in compliance with training requirements.

Educational Resources and Methods

The BABHA Education Coordinator keeps up to date with continuing education, skills, and current trends by keeping required certifications/licenses up to date, attending conferences and workshops as appropriate, networking with peers, internet research, and reviewing written materials.

Current training methods and tools include (but are not limited to):

- Classroom training
- Lectures by internal/external subject matter experts
- Conferences and trainings
- Purchased educational materials
- Web-based self-directed learning
- Supervisory education
- Staff meeting in-services
- Video and Teleconferences
- PowerPoint presentations
- Educational brown bag luncheons
- Online synchronous training (Zoom, MS Teams, etc.)

Training Schedule and Events

Training opportunities are posted on the BABHA Intranet site under the *Staff Development Training Calendar* as well as general announcements on the Intranet site.

Training may be offered to contracted and/or other community partners, either on a complimentary basis or for a fee. Such requests will be reviewed individually by administration.

Training Records and Reports

Supervisors and staff may access employee training records through Relias reports.

Training Forms

The following is a list and description of training forms. These forms can be accessed via the BABHA Intranet site.

1. Mandatory New Employee Training Checklists: Horizon Home/North Bay - Category A, Medical Staff - Category A, ~~Clinical~~ and Category B, and Non-Clinical Category B.- These checklists specify both mandatory and annual update trainings that employees must complete based on their job classification.
- ~~2.~~ Training Documentation: Employees may use this form to record completed external trainings, individual training such as review of written materials, participation in a webinar, training presented via staff meeting, etc.

~~3.2.~~ Verification of Training Form - Horizon Home: This form is used to document in-house training conducted at Horizon Home.

~~4.3.~~ North Bay Center – New Staff Orientation Checklist. This form is used for department specific training only at North Bay Center.

Attachments

Mandatory Employee Training (Attachment 1)

Principles of Adult Learning (Attachment 2)

Guidelines for Submitting Continuing Education Credit Applications to the Staff Development Center (Attachment 3)

Training Requirements Table (Attachment 4)

Horizon Home Verification of Training Form (Attachment 5)

North Bay Center New Staff Orientation Form (Attachment 6)