

# MINUTES

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


Monday, March 17, 2025 at 5:00 pm

Room 225, Behavioral Health Center, 201 Mulholland Street, Bay City, MI 48708

Committee Members:	Present	Excused	Absent	Committee Members:	Present	Excused	Absent	Others Present:
Pat McFarland, Ex Off, Ch	X			Sally Mrozinski	X			BABH: Marci Rozek, Michele Perry,
Robert Pawlak, Ex Off, V Ch	X			Vacant				Eric Strode, and Sara McRae
Tim Banaszak	X			Richard Byrne, Ex Off	X			
Jerome Crete	X							Legend: M-Motion; S-Support; MA-
								Motion Adopted; AB-Abstained

	Agenda Item	Discussion	Motion/Action
1.	Call To Order & Roll Call	Committee Chair, P. McFarland, called the meeting to order at 5:00 pm.  All members were present.	
2.	Public Input (Maximum of 3 Minutes)	There were not any members of the public present.	
3.	Unfinished Business 3.1) 2024 Bridge Toll Fees	3.1) M. Rozek conveyed there is nothing new to report. This item is on the agenda at the request of the Committee.	3.1) No action was necessary
4.	New Business 4.1) Selection of Disbursements & Health Care Claims from Summary Report  4.2) Financial Statements for Period Ending February 28, 2025	4.1) Administration found the source information for the claims selected for review.  4.2) M. Rozek reviewed the financial statements noting the prepaid items, unrestricted fund balance, and the general fund (GF) deficit. M. Rozek reported the specific items such as Information Technology contracts and employee benefits that total the prepaid balance. There were discussions regarding the GF deficit and that it does not involve Midstate Health Network (MSHN) as the contract is directly with the State.	4.1) No action was necessary  4.2) On motion of R. Pawlak and support of J. Crete, the Financial Statements for period ending February 28, 2025 were referred to the full Board for approval. The motion was adopted unanimously.

	<p>4.3) Electronic Fund Transfers (EFTs) for Period Ending February 28, 2025</p> <p>4.4) Review of Selected Disbursements &amp; Health Care Claims Chosen from Summary Report by CFO</p> <p>4.5) Consideration of Approval of Disbursements &amp; Health Care Claims Totals</p>	<p>4.3) M. Rozek reviewed the EFTs with the Committee. There were general discussions regarding the location of an autism provider, the audit selection process involving the check register only and not the EFT list due to payment timing, and reviewing the EFTs is a legal requirement.</p> <p>4.4) Administration reviewed the disbursements and health care claim invoices selected for further review. These included 100924 Flatrock Manor for consumer room and board; 100936 Camp Fish Tales for consumer respite camp payments; 100963 Orkin Exterminating Company for pest control services at various BABHA sites; 100968 Custodian for Children's Department petty cash reimbursement; E7361 Bay City CRU for crisis residential unit services; 100992 Aetna for payment error due to processing under wrong insurance; 100102 New Image Lawn Care for snow plowing and salting services; E7359 Valley Residential Services for residential group home services during the Rose Home transition; 101008 Walgreens Pharmacy for medications in the jail; 100966 Protec Collision for vehicle repairs and maintenance; 100975 Thomas Brown &amp; Son Roofing Company for roof repairs at the Madison Building; 100956 Konica Minolta for copy machine services; as well as health care claims payments E7456 Game Changers for autism services and ancillary services and E7399 DBT Institute for dialectical behavioral therapy services. There were general discussions regarding the location of autism providers, Camp Fish Tales winter hours, and jail services funding for health care insurance and prescriptions.</p> <p>4.5) M. Rozek reviewed the disbursement and health care claims totals.</p>	<p>4.3) On motion of J. Crete and support of R. Byrne, the EFTs for period ending February 28, 2025 were referred to the full Board for approval. The motion was adopted unanimously.</p> <p>4.4) No action was necessary</p> <p>4.5) On motion of R. Byrne and support of J. Crete, the disbursements and health care payments from February 15, 2025 through March 14, 2025 were referred to the full Board for approval. The motion was adopted unanimously.</p>
5.	Adjournment	On motion of R. Pawlak and support of J. Crete, the meeting adjourned at 5:27 pm. The motion passed unanimously.	

  
 Pat McFarland, Committee Chair