

# MINUTES

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

Monday, November 17, 2025 at 5:00 pm

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

<b>Committee Members:</b>	<b>Present</b>	<b>Excused</b>	<b>Absent</b>	<b>Committee Members:</b>	<b>Present</b>	<b>Excused</b>	<b>Absent</b>	<b>Others Present:</b>
Pat McFarland, Ex Off, Ch	X	_____	_____	Jerome Crete	X	_____	_____	BABH: Karl White, Michele Perry, Eric Strode, Chris Pinter, and Sara McRae  Legend: M-Motion; S-Support; MA-Motion Adopted; AB-Abstained
Tim Banaszak, V Ch	X	_____	_____	Sally Mrozinski	_____	X	_____	
Richard Byrne	X	_____	_____	Christopher Girard, Ex Off	X	_____	_____	
Patrick Conley	X	_____	_____	Robert Pawlak, Ex Off	X	_____	_____	

	Agenda Item	Discussion	Motion/Action
1.	Call To Order & Roll Call	Committee Chair, P. McFarland, called the meeting to order at 5:00 pm.	On motion of T. Banaszak and support by C. Girard, S. Mrozinski was excused. The motion passed unanimously.
2.	Public Input (Maximum of 3 Minutes)	There were not any members of the public present.	
3.	Unfinished Business	There was not any unfinished business.	
4.	<b>New Business</b> 4.1) Selection of Disbursements & Health Care Claims from Summary Report  4.2) Financial Statements for Period Ending October 31, 2025  4.3) Electronic Fund Transfers (EFTs) for Period Ending October 31, 2025	4.1) Administration found the source information for the claims selected for review.  4.2) K. White reviewed the financial statements noting October 1 <sup>st</sup> is the beginning of the new fiscal year, accrued wages and payroll related to liabilities, salaries, and the overall payroll process from staff submitting hours worked to the taxes and deductions being paid by BABHA.  4.3) K. White reviewed the EFTs with the Committee.	4.1) No action was necessary  4.2) On motion of C. Girard and support by R. Byrne, the Financial Statements for the period ending October 31, 2025 were referred to the full Board for approval. The motion was adopted unanimously.  4.3) On motion of C. Girard and support by P. Conley, the EFTs for the period ending October 31, 2025 were referred to the full Board for approval. The motion was adopted unanimously.

<p>4.4) Review of Selected Disbursements &amp; Health Care Claims Chosen from Summary Report by CFO</p>	<p>4.4) Administration reviewed the disbursements and health care claim invoices selected for further review. These included 101960 for employee travel reimbursement; E8966 Beebe Construction, LLC for repair work at Horizon Home; 101996 Clements Electric, Inc. for light replacements at the Madison Building; 102005 Hugo's Locksmithing &amp; Keys, Inc. for changing door codes at the Madison Building; E8973 Hospital Psychiatry, PLLC for third party psychiatry services; E8977 Dr. Usha Movva for third party psychiatry services; E8979 New Dimensions, Inc. for courier services; E8981 State of Michigan for inpatient hospital services; 102056 Camp Fish Tales for a consumer camp payment; E9011 Walgreen Co., for psychiatric medications for individuals in jail; E9016 Zoom Video Communications, Inc. for teleconferencing services; 102014 Randy's Sink and Sewer Service for repairs at the Madison Building; E9013 Millars Appliance for delivery and installation of a new dryer at Horizon Home; E9085 PHC of Michigan – Harbor Oaks for inpatient hospital services; 109070 Lighthouse Inc. for residential services; E8996 Do-All Inc. for supported employment and skill building services; E9092 New Dimensions for supported employment and skill building services; and E9028 Linda Jo Winningham for third party dietician services. There were general discussions regarding the utilization of commercial grade appliances at Horizon Home, the cost saving benefits of third-party prescribers utilizing telehealth services; the length of camps at Camp Fish Tales; and the utilization, accessibility, and cost savings between Zoom and MS Teams conferencing services. BABHA leadership will report back with information and statistical data regarding the usage of Zoom vs MS Teams currently and during COVID, as well as the cost and accessibility of each platform.</p>	<p>4.4) No action was necessary</p>
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	4.5) Consideration of Approval of Disbursements & Health Care Claims Totals	4.5) The Committee reviewed the disbursement and health care claims totals.	4.5) On motion of R. Byrne and support by C. Girard, the disbursements and health care payments from October 11, 2025 through November 14, 2025 were referred to the full Board for approval. The motion was adopted unanimously.
5.	Adjournment	On motion of C. Girard and support by P. Conley, the meeting adjourned at 5:27 pm. The motion passed unanimously.	



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Pat McFarland, Committee Chair