

MINUTES

BAY ARENAC BEHAVIORAL HEALTH BOARD OF DIRECTORS AUDIT COMMITTEE MEETING

Monday, December 15, 2025 at 5:00 pm
Room 225, Behavioral Health Center, 201Mulholland Street, Bay City, MI 48708

| | | | | | | | | |
|---------------------------|----------------|----------------|---------------|----------------------------|----------------|----------------|---------------|---|
| Committee Members: | Present | Excused | Absent | Committee Members: | Present | Excused | Absent | Others Present: |
| Pat McFarland, Ex Off, Ch | X | _____ | _____ | Jerome Crete | X | _____ | _____ | BABH: Marci Rozek, Michele Perry, 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 C. Girard and support by R. Pawlak, 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 3.1) Follow Up on Video Conferencing Platforms | 3.1) M. Rozek reported on the benefits of the zoom platform and cost, MS Teams is included with our Microsoft Office package, the fluctuating number of zoom licenses the agency has maintained since 2020, and the plan to continue to reduce those licenses and migrate to Teams as much as possible. | 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 November 30, 2025 | 4.1) Administration found the source information for the claims selected for review. 4.2) M. Rozek reviewed the financial statements noting it is the beginning of the new fiscal year, the fund balance from performance-based incentive payments, the unrestricted fund balance, leadership is considering general fund reductions, costs for community hospitals | 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 November 30, 2025 were referred to the full Board for approval. The motion was adopted unanimously. |

| | | |
|--|---|---|
| <p>4.3) Electronic Fund Transfers (EFTs) for Period Ending November 30, 2025</p> <p>4.4) Review of Selected Disbursements & Health Care Claims Chosen from Summary Report by CFO</p> | <p>and residential services, per eligible per member funding, and trending Medicaid shortages. There were general discussions related to available funds for the Madison expansion project.</p> <p>4.3) M. Rozek reviewed the EFTs.</p> <p>4.4) Administration reviewed the disbursements and health care claim invoices selected for further review. These included E09157 Kathy Niemiec for per diems and travel reimbursement; 102115 Thomas Brown & Son Roofing for Madison roof repairs; 102102 McBride Heating & Cooling for Arenac Center furnace repairs; E09129 JE Johnson Contracting, Inc. for North Bay boiler repairs; E09126 Hampton Auto Repair for vehicle maintenance and repairs; 102110 ProTec Collision for vehicle maintenance and repairs; 102107 Mobility Works for annual inspections of vehicle lifts; 102160 Michigan Department of Health and Human Services for Eligibility Specialist Worker Agreement; E09229 MidState Health Network for Relias Training contract; E09257 RingCentral for phone system implementation charges; E09914 Arenac Opportunities, Inc. for supported employment services; 102105 Meridian Health Plan for returning a consumer Medicaid payment; and E09243 Do-All, Inc. for supported employment services. There were discussions regarding the number of fleet vehicles not in the Enterprise leasing program, the process for tracking vehicle maintenance and determining when a vehicle should be replaced versus repaired, vehicle maintenance and repair costs, yearly inspection process for the lifts in agency vehicles, financial advantages of utilizing regional contracts, advantages of negotiating contracts, and the payment issued to New Dimensions for \$103.94.</p> | <p>4.3) On motion of R. Byrne and support by R. Pawlak, the EFTs for the period ending November 30, 2025 were referred to the full Board for approval. The motion was adopted unanimously.</p> <p>4.4) No action was necessary.</p> |
|--|---|---|

| | | | |
|----|---|--|--|
| | 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. Pawlak and support by P. Conley, the disbursements and health care payments from November 15, 2025 through December 12, 2025 were forwarded to the full Board for approval. The motion was adopted unanimously. |
| 5. | Adjournment | On motion of R. Pawlak and support by J. Crete, the meeting adjourned at 5:30 pm. The motion passed unanimously. | |



Patrick McFarland, Committee Chair