

AGENDA

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

Thursday, June 4, 2026 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: |
| Chris Girard, V Ch | _____ | _____ | _____ | Sally Mrozinski | _____ | _____ | _____ | BABH: Marci Rozek, Chris Pinter, Eric Strode, and Sara McRae |
| Tim Banaszak | _____ | _____ | _____ | Carole O'Brien | _____ | _____ | _____ | |
| Richard Byrne | _____ | _____ | _____ | Patrick McFarland, Ex Off | _____ | _____ | _____ | |
| Patrick Conley | _____ | _____ | _____ | Robert Pawlak, Ex Off | _____ | _____ | _____ | Legend: M-Motion; S-Support; MA- Motion Adopted; AB-Abstained |

| | Agenda Item | Discussion | Motion/Action |
|----|---|------------|---|
| 1. | Call To Order & Roll Call | | |
| 2. | Public Input (Maximum of 5 Minutes) | | |
| 3. | Nomination & Elections 3.1) Committee Chair 3.2) Committee Vice Chair | | 3.1) Consideration of nomination to elect _____ as Committee Chair 3.2) Consideration of nomination to elect _____ as Committee Vice Chair |
| 4. | Unfinished Business 4.1) None | | |
| 5. | New Business 5.1) Facilities Update 5.2) BABHA Future Facilities Planning 5.3) Michigan Municipal Risk Management Authority (MMRMA) Facility Inspections 5.4) Strategic Initiatives & Dashboard Review | | 5.1) No action necessary 5.2) No action necessary 5.3) No action necessary 5.4) No action necessary |

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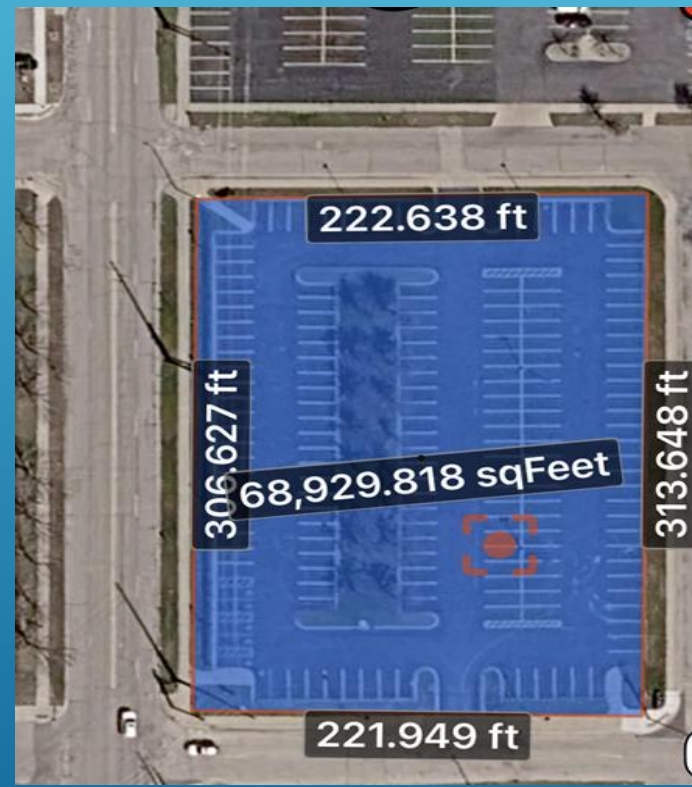
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|----|-------------|-----|-----|----|----|
| 6. | Adjournment | M - | S - | pm | MA |
|----|-------------|-----|-----|----|----|



POTENTIAL FUTURE MADISON BUILDING & PARKING

ACROSS STREET FROM EXISTING CLINIC

- Total Square Footage: Approximately 28,300 – 30,00 square feet
 - ▶ 48 private offices, 30 cubicles, and 33 hoteling stations,
 - ▶ This size comfortably supports approximately 111 workstations while providing:
 - ▶ Private offices for managers and key staff
 - ▶ Cubicles for full-time employees
 - ▶ Hoteling for hybrid employees
 - ▶ Training and meeting space
 - ▶ Future growth capacity
 - ▶ Parking: approximately 140–170 spaces



PERSPECTIVE VIEW



SITE PLAN

PROPERTY LINE 300.00'

PROPERTY LINE 250.00'

PROPERTY LINE 300.00'

PROPERTY LINE 300.00'

CLINICAL BUILDING
28,000 SF

EXIT ONLY

MAIN ENTRANCE

SITE SUMMARY

TOTAL LOT SIZE: 69,000 SF (1.58 Acres)
 BUILDING SIZE: 28,000 SF
 BUILDING COVERAGE: 28,000 / 69,000 = 40.6%
 PARKING SPACES: 138 SPACES
 PARKING RATIO: 4.93 SPACES / 1,000 SF

BUILDING SUMMARY

BUILDING TYPE: SINGLE-STORY CLINICAL BUILDING
 TOTAL BUILDING AREA: 28,000 SF
 DIMENSIONS: APPROX. 200' X 140'
 CONSTRUCTION TYPE: TYPE II-B
 OCCUPANCY: B (BUSINESS) / I-2 (INSTITUTIONAL)
 SPRINKLERED: YES

0 25' 50' 100'

N

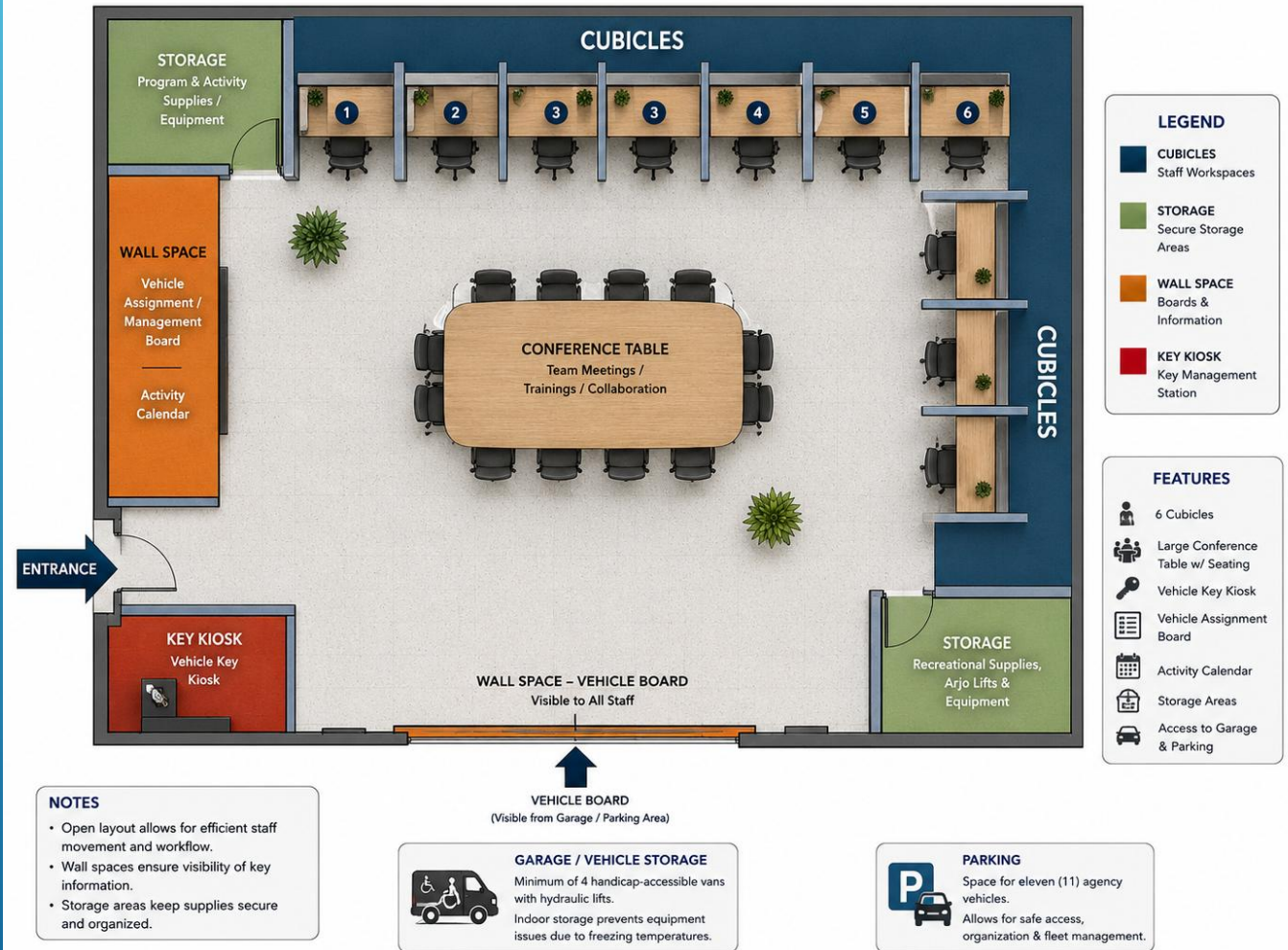
POTENTIAL FUTURE MADISON BUILDING ACROSS STREET FROM EXISTING CLINIC

| Area | Quantity | Total SF |
|--------------------------------|----------|----------|
| 48 Private Offices | 48 | 5,760 |
| 30 Cubicles | 30 | 1,920 |
| 33 Hoteling Stations | 33 | 1,320 |
| Reception / Lobby | 1 | 1,000 |
| Large Conference Rooms | 2 | 1,000 |
| Medium Conference Rooms | 4 | 1,000 |
| Huddle Rooms | 6 | 720 |
| Training Room | 1 | 1,200 |
| Café / Break Area | 1 | 1,800 |
| Collaboration Lounges | 3 | 1,500 |
| Wellness Room | 1 | 200 |
| IT / Server Room | 1 | 350 |
| HR / Admin Suite | 1 | 700 |
| Storage | 1 | 600 |
| Mail / Copy Rooms | 4 | 600 |
| Restrooms | Multiple | 1,500 |
| Circulation & Building Support | — | 8,830 |



HOTELING SPACE EXAMPLE

LARGE CONFERENCE & WORK AREA LAYOUT North Bay CLS Program – Madison Location



PERSPECTIVE VIEW



Note : Circulation Space

This includes:

- Hallways and corridors
- Main lobby circulation paths
- Areas around cubicles and hoteling stations
- Paths between conference rooms and offices
- Elevator lobbies
- Stairwells
- Building entrances and exit routes

Building Support Space

This includes:

- Mechanical rooms (HVAC equipment)
- Electrical rooms
- Telecom/network closets
- Janitor closets
- Fire riser/sprinkler rooms
- Utility chases
- Wall thicknesses
- Structural columns and support areas

These spaces aren't occupied by employees but are required for the building to operate safely and efficiently.

For planning a modern office or clinical administrative building, architects typically use the following industry standards from organizations such as Building Owners and Managers Association, International Facility Management Association, and General Services Administration.

Private Offices

| Office Type | Typical Size | Dimensions |
|------------------------------|--------------|--------------------|
| Small Staff Office | 80–100 SF | 8'×10', 10'×10' |
| Standard Professional Office | 100–140 SF | 10'×12', 10'×14' |
| Manager Office | 120–180 SF | 12'×12', 12'×15' |
| Director Office | 150–225 SF | 12'×15', 15'×15' |
| Executive Office | 225–350 SF | 15'×15' to 18'×20' |

Recommendation

For your project:

- Standard offices: **120 SF (10'×12')**
- Leadership offices: **150–180 SF**

Cubicles / Workstations

| Type | Typical SF |
|--------------------|------------|
| Compact Cubicle | 36–49 SF |
| Standard Cubicle | 64 SF |
| Large Cubicle | 80–100 SF |
| Open Bench Seating | 25–40 SF |

Common Sizes

Configuration Size

| | |
|----------|--------|
| Small | 6'×6' |
| Standard | 8'×8' |
| Large | 8'×10' |

Recommendation

For long-term employees:

- **8'×8' (64 SF)**

Hoteling Stations

| Type | SF Per Station |
|-------------------|----------------|
| Basic Hoteling | 25–35 SF |
| Standard Hoteling | 35–50 SF |
| Premium Hoteling | 50–64 SF |

Typical Configuration

- 30"–36" desk
- Shared storage
- Nearby lockers
- Shared printer

Recommendation

- **40–50 SF per station**
- Allow 1 locker per employee rather than assigned desk storage

Conference Rooms

Small Huddle Room

Occupancy Size

2–4 People 80–120 SF

Typical dimensions:

- 8'×10'
- 10'×12'

Large Conference Room

Occupancy Size

12–20 People 300–500 SF

Typical dimensions:

- 18'×20'
- 20'×25'

Board Room

Occupancy Size

20–30 People 500–800 SF

POTENTIAL FUTURE MADISON BUILDING & PARKING

SINGLE STORY ADD-ON (IN FRONT)

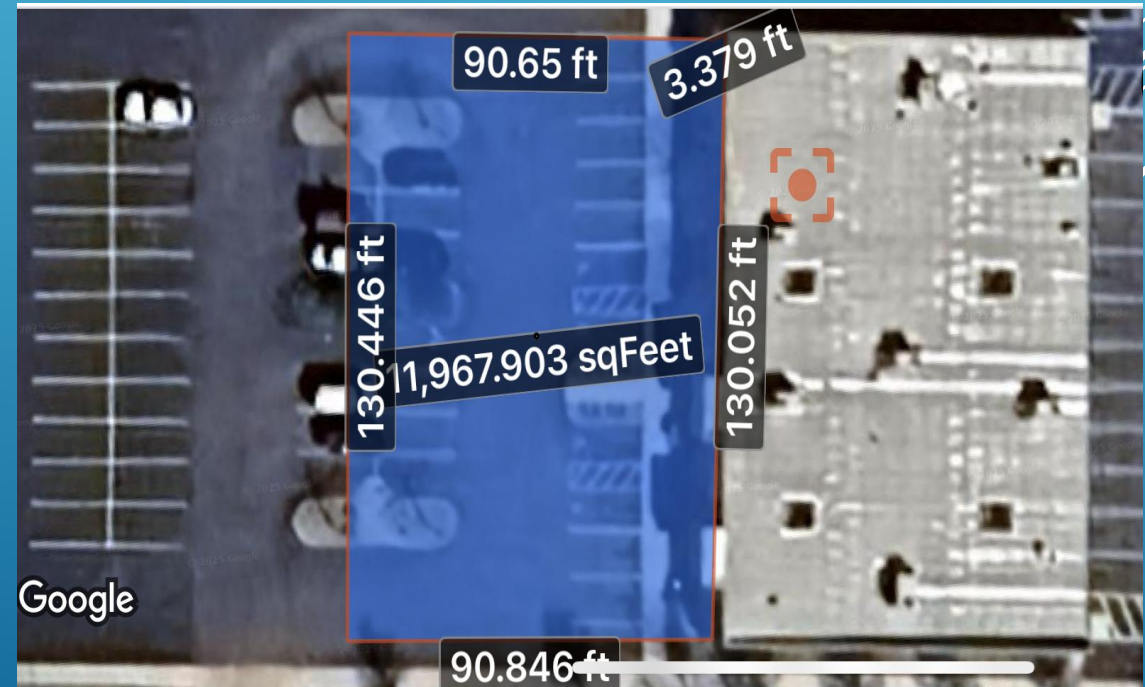


- Total Square Footage: Approximately 24,300 square feet

- Workspaces: 90 offices, 3 meeting/training rooms

- Front Lot for Consumers and Staff:
 - Total: 60 spaces, Handicap: 4 spaces

- Staff Parking Rear Lot:
 - Total: 41 spaces, Handicap: 1 space
 - 2 Agency vehicles assigned: Children's

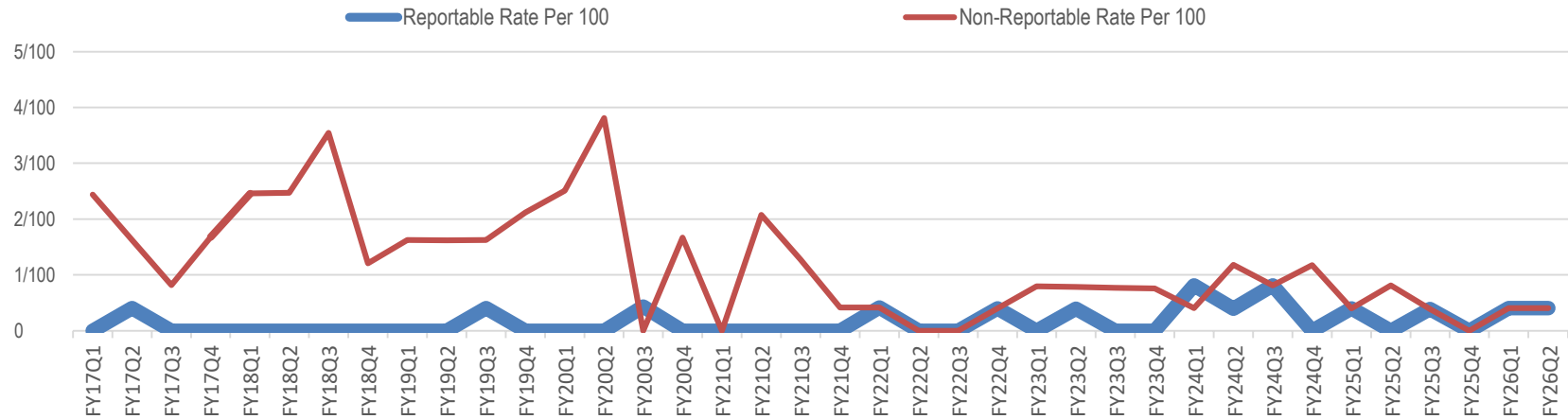


Indicators for Facilities and Safety Committee

Employee Accidents/Illnesses/Injuries Per 100 Employees; By Reporting Status; Per Quarter

Updated 5/26/2026

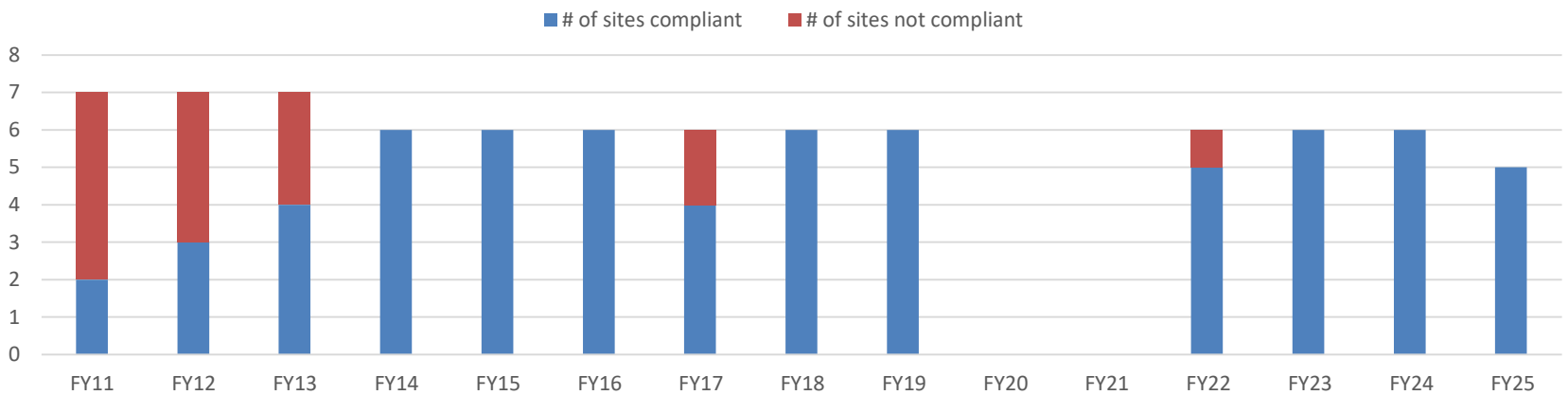
Through FY26Q2



Facility Site Review Compliance

Updated 12/2/2025

Through FY25



Notes:

FY25 - Eliminated one site
 FY21 - MMRMA only conducted an insurance appraisal of BABHA properties
 FY20 - Facility Site Reviews were not completed due to COVID
 FY14 - Eliminated one site