

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

MINUTES OF MEETING

March 19, 2018

Approved

Board Members Present: Jerry Helland, Dick Schluter, Marilyn Stromborg, Sue Plote,
Robert Cook, Laurie Emmer, Jennie Geltz

Board Members - Absent: Jane Olson, Meghan Cook
Other Persons Present: Tara Russo, 4 students from NIU
Office Staff Present: Deanna Cada, Kathy Ostdick

1. Call to Order

The meeting was called to order by the President, Jerald Helland, at 6:00 PM.

2. Agenda

Dr. Stromborg moved to approve the agenda; seconded by Ms. Plote. The motion passed unanimously on a voice vote.

3. Minutes

Dr. Stromborg moved to approve the minutes of the 02/26/18 Board meeting; seconded by Ms. Plote. The motion passed unanimously on a voice vote.

4. 3-Year Presentation – Elder Care Services

Tara Russo, Executive Director, gave the Elder Care Services 3-Year Presentation.

5. Announcements

Voluntary Action Center will be having their annual volunteer celebration at the Regale Center this year on Thursday April 19th from 2 – 4 pm. The Mental Health Board is invited.

Safe Passage will be having a couple events in April for Domestic Violence Week. Details will be on our E-newsletter.

6. Director's Report

Ms. Cada went to the United Way Annual Meeting where the Mental Health Board received a Certificate of Appreciation for being a stakeholder for 211.

Ms. Cada received a phone call from Chief Klein asking if our Board would like a tour of the new jail. She said we could have our Board meeting at the jail if we wanted to have the tour on a Board meeting night. Mr. Helland thought a Board meeting at the jail along with a tour would be a good idea. Other Board members thought so also. Ms. Cada will work on setting that up.

Ms. Cada reported that the DCNP Intern program has been working very well but we only have Ms. Salgado to the end of May. DCNP will be having a summer internship program and if they ask the Board to apply for another intern, Ms. Cada would like to do that again.

7. Community Input

Ms. Cada introduced 4 students who were observing the Mental Health Board meeting. Observing a governmental meeting is part of Ms. Cada's class.

8. Finance Reports

Dr. Stromborg moved to approve the March 2018 agency claims in the amount of \$245,092.59; seconded by Ms. Geltz. The motion passed unanimously on a roll call vote.

Ms. Plote moved to approve the March 2018 office claims in the amount of \$57,368.67; seconded by Ms. Geltz. The motion passed unanimously on a roll call vote.

9. Executive Committee

The Board discussed the retreat date of July 27th from 8:30 a.m. to 2:00 p.m. Board members will check their calendars and report back to Ms. Cada if there are any conflicts.

10. Finance Committee

A. Voluntary Action Center grant advancement –

Ms. Cada reported that the Voluntary Action Center had run into a financial difficulty due to the Federal Grant, which is their main funding grant that had not been paid since July, 2017. The Mental Health Board advanced them the balance of their GY18 grant so they could meet payroll.

B. GY19 Grant review and timeline

The Board had the first look at the GY19 grant requests. The timeline was given to them in the packets. Ms. Cada suggested that as Board members are reviewing the grants to keep an eye on how they want our dollars to be spent, on where the best bang for our buck is. An example is that we have requests from agencies that want dollars to make referrals for mental health services. Or is our biggest bang for our buck to provide dollars directly for services. What is more critical?

C. Reserve balance review

Ms. Cada reviewed the Reserve Balance with the Board.

11. Outcomes Committee

A. Outcomes Performance Framework report 3 – This report is what the Outcomes Committee is currently working on. Everyone is encouraged to read the report. The Outcomes Committee will develop recommendations at their next meeting and bring them to the next Board meeting.

12. Old Business

A. Contract review/audit process development – Ms. Cada discussed the audit process. She would like to call the process the Contract Review. Ms. Cada has also developed a preliminary checklist of items or processes that should be checked when the Contract Review is being done. Ms. Cada asked Board Members to review the checklist and let her know if there is anything they would like to discuss or change.

B. Annual plan development –

Ms. Cada presented a list of several items that could be put on the 2018 Annual Plan and discussed each item. Ms. Cada asked for input from the Board.

13. New Business

There was no new business.

14. Adjournment

Grant application hearings will be April 9, 2018 starting at 6:00 pm.

The meeting was adjourned at 7:22 p.m.

Respectfully submitted,

Jerald Helland, President

Kathy Ostdick, Recording Secretary