

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

MINUTES OF MEETING

October 15, 2018

Approved

Board Members Present: Jerry Helland, Jane Smith, Jennie Geltz,
Dick Schluter, Robert Cook, Laurie Emmer

Board Members - Absent: Marilyn Stromborg, Sue Plote, Meghan Cook

Other Persons Present: Katelyn Kramer

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

Ms. Smith moved to approve the agenda; seconded by Mr. Schluter. The motion passed unanimously on a voice vote.

3. Minutes

Ms. Emmer moved to approve the minutes of the 09/17/18 Board meeting; seconded by Ms. Smith. The motion passed unanimously on a voice vote.

4. 3 Year Presentation – Youth Outlook

Joanne Furnas, Dawn Guler, and Trevor Kramer gave the Association for Individual Development (AID) 3-Year presentation.

5. Announcements

Mr. Cook shared that he went to an AID Banquet last week. He said it was a wonderful event and was one of the most well run auctions he had been to.

6. Director's Report

Ms. Cada reported that we received a thank you letter from Elder Care Services for partial funding for their membership in the negotiating program.

Court Services received the Bureau of Justice Administrative Grant which is \$300,000 for 3 years for a total of \$900,000. This funding is to fight the opioid epidemic by providing direct access to treatment, transportation, counseling, etc.

Ms. Cada reported that she has been in contact with Fondant, the on-line grant making organization that the Community Foundation utilizes.

The Health Campus will be engaging in an Intruder Drill on 10/26/18. There will be actors playing parts of gunmen, intruders, etc., to see how employees react and what other training is needed.

7. Community Input

There was no community input.

8. Finance Reports

Ms. Smith moved to approve the October 2018 agency claims in the amount of \$175,554.34; seconded by Ms. Geltz. The motion passed unanimously on a roll call vote.

Ms. Smith moved to approve the October 2018 office claims in the amount of \$2,625.44; seconded by Ms. Geltz. The motion passed unanimously on a roll call vote.

9. Executive Committee

A. Holiday Meeting – Tentative Date: 12/10/18

The Board discussed facilities to be considered. Consensus was to go back to Fatty's. Ms. Smith reminded the members to plan for the ugliest holiday attire contest.

B. Mental Health 1st Aid – 2019 Continuation

Ms. Cada reported to the Board how successful the Mental Health 1st Trainings have been. Every workshop has been full and there is a waiting list for more. Continuation of the training through 2019 was discussed.

Mr. Helland moved to continue the Mental Health First Aid Trainings through 2019; seconded by Ms. Smith. The motion passed unanimously on a voice vote.

C. On the Table Event – May 2019

Ms. Cada reminded the Board members that this year we had an impromptu event coordinated by the Kennedy Forum at Bloomin Gardens called On the Table. This was held on Mental Health Day in May.

D. DCCAD Update

Ms. Cada shared with the Board that she does not wish to continue as part-time Executive Director of Community Action and wishes to come back as full-time Executive Director of the Mental Health Board. She said that Community Action needs a full-time Director.

E. 2019 Meeting Dates

The Board members were given the 2019 meeting dates so they can get the dates on their calendars.

F. Administrative Assistant and Executive Director Performance Reviews

It is time for reviews for Ms. Ostdick and Ms. Cada. Ms. Cada will prepare Ms. Ostdick's review for Board approval. A review form was passed out to Board members for Ms. Cada's review. They are asked to return the completed form to Ms. Ostdick by 10/29/18 who will then compile the information for Mr. Helland to discuss at the next Executive Committee meeting.

10. Finance Committee

The Finance Committee did not meet in October.

11. Outcomes Committee

Ms. Cada shared that at the last Outcomes Committee meeting they approved the Quality Indicators form for performance measurements. This form will say that the agencies have quality services. Dr. Schatteman will present this form to the Agency Directors at their next meeting on October 24th starting at 8:30 am. Board members are invited.

12. Old Business

A. Board Retreat discussion

During the One year Plan discussion at the Board Retreat in July, three areas of interest/concern were identified; children 0-7, transportation, and stigma. Ms. Cada presented a Power Point of possible strategies for discussion regarding our One Year plan. Ms. Cada listed the following categories for discussion: funding priorities, prioritization of access to service, and current unallocated dollars available. The Board discussed these three categories.

B. Communication Plan Development

Ms. Cada introduced Ms. Kramer, intern, who has revised the communication plan that was started earlier this year. Ms. Cada first discussed several options that the Board needs to look at which includes, advertising of Mental Health Board accomplishments, supporting our funded agencies, supporting funded agency fundraisers. Also how would the Board like this to be shared, a facebook page, e-newsletter, sending information out? Ms. Cada pointed out that the Board needs to decide if it is our responsibility to share information and, if so, how much information to share. Ms. Kramer discussed the newsletter and the Board's wishes for the newsletter.

13. New Business

There was no new business.

13. Adjournment

The next Board meeting will be on November 19, 2018 at 6:00 pm
Agency Presentation: Children's Community Theatre

The meeting was adjourned at 7:33 p.m.

Respectfully submitted,

Jerald Helland, President

Kathy Osttick, Recording Secretary