

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

MINUTES OF MEETING

November 20, 2017

Approved

Board Members Present: Jerry Helland, Dick Schluter, Jane Olson, Merlin Wessels,
Sue Plote, Meghan Cook, Dianne Leifheit, Jennifer Geltz

Board Members - Absent: Marilyn Stromborg

Other Persons Present: Kim Volk, Mike Kokott, Sabrina Nicholson, Barb Stegner, Kathy Luken,
Jessica Foley, Lynette Swedberg, Dr. Karyn Erkfritz

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. Mr. Helland welcomed our new Board Member, Jennifer Geltz.

2. Agenda

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

3. Minutes

Mr. Wessels moved to approve the minutes of the 10/16/17 Board meeting; seconded by Ms. Cook. The motion passed unanimously on a voice vote.

4. 3-Year Presentation – Northwestern Medicine/Ben Gordon Center

Mike Kokott, Kim Volk, Sabrina Nicholson, Barb Stegner, Kathy Luken, Jessica Foley, Lynette Swedberg, and Dr. Karyn Erkfritz gave the Northwestern Medicine/Ben Gordon Center's 3-Year Presentation.

5. Announcements

Mr. Helland presented Ms. Geltz with her Appointment Certificate and welcomed her to our Board.

Ms. Cada informed the Board that Dr. Stromborg will be sponsoring a webinar by the Illinois State Bar Association on Children and Mental Health. This will be shown here in our building on December 13th from 9:00 am to 12:15 pm.

6. Director's Report

Ms. Cada reported that we are hosting another Mental Health 1st Aid on January 12th here at the Community Outreach Building. Ms. Cada will be talking to Ms. Volk about the frequency of upcoming trainings.

Ms. Cada, Mr. Schluter, and Ms. Ostdick attended a breakfast series through NIU's Non-profit Governmental Organization. The topic was Non-profit Fraud.

Ms. Cada is working with the Trauma Informed Community Strategic Planning Session. The Juvenile Justice Council brought in Dr. Isiah Pickens who works for the National Child Trauma Network as the speaker.

Through the Law Enforcement Grant, permission has been given to hire a Grant Coordinator. The hiring team is Ms. Cada, Jason Laverton, and Kim Volk.

The next Quarterly ACMHAI meeting is December 7 & 8 at the Tremont Hotel in Chicago. Ms. Cada will be going on Friday only.

Ms. Cada has been talking to Andre' Williams, a community member, trying to bring services to African-American communities.

7. Community Input

No community input.

8. Finance Reports

Mr. Wessels moved to approve the November 2017 agency claims in the amount of \$177,452.19; seconded by Ms. Plote. The motion passed unanimously on a roll call vote.

Ms. Olson moved to approve the November 2017 office claims in the amount of \$2,337.34; seconded by Ms. Plote. The motion passed unanimously on a roll call vote.

9. Executive Committee

A. Open Board position

Robert Cook will be interviewed for the open Board seat on 11/29/17 at 6:30 pm.

B. GY19 Grant Application and Process

The GY19 Grant Applications will be going out the first week in January. The Board discussed if anything needed to be changed from the GY18 application. The Funding Guidelines have recently been updated.

C. Closed Session: Administrative Assistant and Executive Director Performance reviews.

Ms. Plote moved to go into Closed Session at 7:05 PM; seconded by Mr. Schluter. The motion passed unanimously on a voice vote.

Ms. Cook moved to go back into Open Session at 7:20 PM; seconded by Ms. Plote. The motion passed unanimously on a voice vote.

Mr. Helland moved to give Kathy Ostdick, Administrative Assistant, a 2% increase effective on her Anniversary Date of December 12th; seconded by Mr. Schluter. The motion passed unanimously on a roll call vote.

Mr. Helland moved to give Deanna Cada, Executive Director, a 2% increase on the DeKalb County Community Mental Health Board portion of her salary effective on her Anniversary Date of January 5th; seconded by Mr. Schluter. The motion passed unanimously on a roll call vote.

10. Finance Committee

A. DeKalb County Health Department Funding Request

Ms. Cada reported that Ms. Gonzalez, Health Department Administrator, has asked for this request to be tabled until next month. They have a possibility of being included with a Kane County Grant to purchase Narcan and will hear if they are accepted in December.

B. 12 Health Services Drive

Ms. Cada reported that KishHealth is working on the lease per Ms. Volk.

11. Outcomes Committee

The Outcomes Committee did not meet last month and is meeting Monday, 11/27/17. They will be joined by Dr. Alicia Schatteman to discuss the Outcomes Project.

12. Old Business

Nothing to report.

13. New Business

Nothing to report.

14. Adjournment -

The meeting was adjourned at 7:30 p.m.

Respectfully submitted,

Jerald Helland, President

Kathy Osttick, Recording Secretary