

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

FINANCE COMMITTEE

MINUTES OF MEETING

March 4, 2019

Approved

Committee Members Present: Dick Schluter, Marilyn Stromborg

Ex-Officio Present: Jerry Helland

Other Persons Present:

Office staff: Deanna Cada, Kathy Ostdick

1. Call to Order

Mr. Schluter called the meeting to order at 5:35 p.m.

2. Agenda Approval

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

3. Minutes

Dr. Stromborg moved to approve the minutes of the 2/4/19 meeting; seconded by Mr. Schluter. The motion passed unanimously on a voice vote.

4. Office Report

Ms. Cada reported that she has some concerns about the CACDC. Ms. Cada had asked both CSP and AID to supply a member of their organization that could serve on the CACDC Board of Director. The CMHB is concerned about a succession plan for the CACDC. Ms. Cada will construct a Plan of Action for the GY20 grant year.

Pete Stefan, Finance Director of DeKalb County, sent an email to all department heads. This email stated that there was going to be a change to the claims process. The County Board wants more information on the claims report in order to be able to approve the claims properly. By state statute, the Mental Health Board has its own Board that, among other duties, approves our claims. The County Board does not approve our claims. Ms. Cada asked the Committee for direction. They recommended that Ms. Cada discuss this with Mr. Stefan.

5. Hope Haven – Life Skills Program Changes

Ms. Wicks, Executive Director of Hope Haven, and Miki Bagot, Finance Director of Hope Haven, attended the Committee meeting to discuss the change in the Life Skills Program and its funding. The program cost differences were presented and discussed. After Ms. Wicks and Ms. Bagot left, the Committee discussed the program and funding changes.

Dr. Stromborg moved to recommend to the full Board to accept the program and funding changes as presented; seconded by Mr. Schluter. The motion passed unanimously on a voice vote.

6. This Is My Brave Tickets – CMHB Purchase

Ms. Cada discussed This Is My Brave ticket sales. She will be making an advertising push to make the community aware of the event and to sell tickets. The full Board had previously voted to purchase 10 tickets to offer to agencies that have clients that they may wish to attend. The Committee discussed purchasing tickets for Board members and decided to purchase them for Board members only, not for spouses.

7. Grant Year GY20 Applications

Ms. Cada passed out spreadsheets to the Committee containing the GY20 grant request dollar amounts. The Committee discussed the requests. Ms. Cada informed them that she and Ms. Ostdick will be reviewing the grant application paperwork to make sure everything is included and copies will be distributed to the full Board.

8. Closed Session – Real Estate Discussion

Dr. Stromborg moved to go into Closed Session at 6:28 PM; seconded by Mr. Schluter. The motion passed unanimously on a voice vote.

The Committee was back in session at 6:33 PM.

Dr. Stromborg moved to recommend to the full Board to approve the contract with Mr. Rose; seconded by Mr. Schluter. The motion passed unanimously on a voice vote.

9. One Year and Three Year Plan Goals

Ms. Cada will have the draft ready at the full Board meeting. Ms. Cada will meet with Ms. Plote to discuss her ideas.

10. Date of Next Meeting: 4/1/19

11. Adjournment

The meeting was adjourned at 6:35 p.m.

Respectfully submitted,

Richard Schluter, Committee Chair

Kathy Ostdick, Recording Secretary