

**DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD**  
**MINUTES OF MEETING**  
**March 18, 2019**

Approved

Board Members Present: Jerry Helland, Jane Smith, Marilyn Stromborg, Meghan Cook,  
Dick Schluter, Jennie Geltz, Sue Plote, Robert Cook

Board Members - Absent: Laurie Emmer

Other Persons Present:

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

**3. Minutes**

*Ms. Smith moved to approve the minutes of the 2/25/19 Board meeting; seconded by Ms. Cook. The motion passed unanimously on a voice vote.*

**4. 3 Year Presentation – DeKalb County Health Department**

The DeKalb County Health Department Administrator, Lisa Gonzalez, gave their 3-Year presentation.

**5. Announcements**

Ms. Plote told the Board that she had been thinking about agency capital requests. She would like to see agency request discussions that were on a merit basis and not on a standardized basis. She stated that we should not do something just because we have always done it that way before. Dr. Stromborg and Ms. Cook agreed. Ms. Smith suggested guidelines or a checklist when first evaluating a capital request. The Board agreed that the Finance Committee should do the work on the requests. Mr. Helland asked Board Members to give questions to the Finance Committee for consideration on the checklist and reminded them to send the questions to Ms. Cada.

**6. Director's Report**

Ms. Cada reported that April 3<sup>rd</sup> at 10:00 am is Dr. Stromborg's webinar on Law and Mental Health. If any other Board Members wish to attend, please let Ms. Cada know.

Ms. Cada reported that the next ACMHAI quarterly meeting will be April 11 and 12 in Springfield. Let Ms. Cada know if anyone wishes to attend.

There will be a presentation on Human Trafficking on March 25<sup>th</sup> from 9 am to noon. Ms. Cada will be attending. Let her know if any Board Members would also like to attend.

Ms. Cada has contacted Foundant in regards to our Board purchasing On-line Grant Making Software. The timeline from Foundant puts the training in September with a “go live” date of December 1.

This Is My Brave is April 7<sup>th</sup>. Because the Mental Health Board is a sponsor, each Board Member will get a free ticket. Let Ms. Cada know if you are interested in attending. Northwestern Medicine has become a sponsor as well.

Ms. Cada reported that she had gotten information from the ACMHAI Legislative Committee that there is a Senate Bill which proposes to amend the Community Mental Health Act to immediately deposit 20% of each governmental unit’s levy into a special fund directly controlled by the County Sheriff to be used for mental health services in the county jail. Ms. Cada asked Board Members to go on line to fill out a witness slip form before Wednesday.

## **7. Community Input**

There was no community input.

## **8. Finance Reports**

*Ms. Plote moved to approve the March 2019 agency claims in the amount of \$167,528.50; seconded by Dr. Stromborg. The motion passed unanimously on a roll call vote.*

*Ms. Plote moved to approve the March 2019 office claims in the amount of \$12,822.27; seconded by Ms. Smith. The motion passed unanimously on a roll call vote.*

## **9. Executive Committee**

### **A. On The Table event**

Ms. Cada reminded the Board that May 14<sup>th</sup> will be the On The Table event. May 14 is actually Mental Health Awareness day and is in Mental Health Awareness week.

### **B. Board retreat date**

The Board retreat will be July 26, usually between 8:30 am and 2:00 pm.

## **10. Finance Committee**

### **A. Hope Haven re-allocation request.**

The Finance Committee met with Lesly Wicks, Hope Haven Executive Director, and Miki Bagot, Hope Haven Finance person, to discuss their re-allocation request. After listening to Ms. Wicks and asking additional questions, the Committee felt that reallocating the GY19 funding was a good idea.

*Mr. Helland moved to accept the GY19 funding re-allocation request; seconded by Ms. Plote. The motion passed unanimously on a voice vote.*

### **B. GY20 Grant applications.**

Copies of GY20 funding applications were distributed to Board members. Ms. Cada reminded them to keep several things in mind while reading the application; does it fit our mission, does it relate, are we the ones to fund it, and does it fit within our Financial Guidelines. The Hearings will be on April 9<sup>th</sup> starting at 6:00 pm.

## **11. Outcomes Committee**

The Outcomes Committee met on 3/13/19. Ms. Cada shared with the Committee two presentations that she attended; one on Qualitative data and one on Quantitative data. The Committee decided that they would like Dr. Johnson, the Qualitative data presenter, to attend the next Outcomes meeting.

## **12. Old Business**

### A. 3 Year and 1 Year Annual Plan Development

Ms. Cada discussed the 1 and 3 year plans that she finalized. The Board will review and discuss at the next Board meeting.

## **13. New Business**

### A. Closed session – real estate

*Dr. Stromborg moved to go into Closed Session at 7:20 PM; seconded by Mr. Schluter. The motion passed unanimously on a voice vote.*

The Board was back in session at 7:30 pm.

*Mr. Helland moved to enter into a contract with Mr. Charles Rose up to a total dollar amount not to exceed \$7,500.00 for the purpose of real estate negotiations; seconded by Mr. Schluter. The motion passed unanimously on a roll call vote.*

## **14. Adjournment**

Agency funding hearings will be April 9, 2019 starting at 6:00 pm.

Next Board meeting will be April 15, 2019 starting at 6:30 pm.

The meeting adjourned at 7:31 pm.

Respectfully submitted,

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Jerald Helland, President

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Kathy Ostdick, Recording Secretary