

**DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD**

**FINANCE COMMITTEE**

**MINUTES OF MEETING**

**May 13, 2019**

Approved

**Committee Members Present:** Dick Schluter, Marilyn Stromborg

**Other Persons Present:** Jerry Helland

**Office staff:** Deanna Cada, Kathy Ostdick

**1. Call to Order**

Mr. Schluter called the meeting to order at 5:38 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 4/1/19 meeting; seconded by Mr. Schluter. The motion passed unanimously on a voice vote.*

**4. Office Report**

Ms. Cada reported that it is almost time to start the 2020 County Budget for our Mental Health Board. Ms. Cada will keep the Committee informed.

**5. Grant Year 2020 Applications**

Ms. Cada reminded the Committee that we will be approving the GY20 Allocations at the next Mental Health Board meeting on 5/20/19.

Ms. Cada shared that Ms. Cook, who could not be here this evening, would like to fund Youth Outlook's request for \$3,000 for the Thrive Parent Group. Ms. Cook asked Ms. Cada to share with the Committee that this Parent Group has been very successful.

Ms. Cada informed the Committee that the Juvenile Justice Council did not get their federal grant so that Council will be dormant and not need the \$23,750 that they asked of the DCCMHB for GY20.

*Dr. Stromborg made a motion to move the Youth Outlook \$3,000 request for a Thrive Parent Group to the full Board for approval; seconded by Mr. Schluter. The motion passed unanimously on a voice vote.*

Dr. Stromborg asked the Committee to discuss the Drug Court request for \$16,000 for Urinalysis Testing supplies. Dr. Stromborg did some research and found that there should be funds from Drug Court to cover these supplies. The Committee specifically discussed the Urinalysis fees charged to clients.

***Dr. Stromborg made a motion to move the elimination of the Treatment Court request for \$16,000 for urinalysis supplies to the full Board; seconded by Mr. Schluter. The motion passed unanimously on a voice vote.***

#### **6. FSA Reallocation Request**

Ms. Cada informed the Committee that at this time, the Family Service Agency will not be using all of the funding from the GY19 Allocation. FSA has requested to reallocate the unused funding for such things as Electronic Medical Records E-Chart module, signature pads, cameras and associated equipment, therapeutic tools and supplies, work stations and technology for therapy rooms, etc. The Committee discussed the request.

***Dr. Stromborg made a motion to move the Family Service Agency request for additional therapy tools to the full Board for approval; seconded by Mr. Schluter. The motion passed unanimously on a voice vote.***

#### **7. Court Services Capital Request**

Court Services has requested \$5,000 to put toward the purchase of a vehicle to transport clients to therapy sessions, inpatient treatment facilities, and to needed services. The Committee discussed the request.

***Dr. Stromborg made a motion to move the Court Services request for \$5,000 to put toward the purchase of a vehicle to the full Board for approval; seconded by Mr. Schluter. The motion passed unanimously on a voice vote.***

#### **8. Agency Trend Analysis**

Mr. Schluter discussed three agency trend analyses, Adventure Works, Hope Haven, and Family Service Agency.

#### **9. CACDC Corrective Action Plan - Status**

Ms. Cada shared the status of the Consumer Advocacy Council of DeKalb County with the Committee. At this time, it appears that they are on track. The first action deadline is 7/1/19.

#### **10. State's Attorney Opinion Letter – Claims Process**

Ms. Cada has asked the State's Attorney for an Opinion on the county needing to approve the Mental Health Board claims.

#### **11. Crisis Funding Policy Creation**

Ms. Clegg, Director of Family Service Agency, talked to Ms. Cada about paying for emergency services during a crisis situation. Ms. Cada will develop a policy and discuss at the next Finance Committee meeting.

#### **12. County Internal Borrowing Request**

Gary Hanson, DeKalb County Administrator, asked Ms. Cada if our Board would be interested in loaning the County some money, as we have done before, with interest. Mr. Hanson just wanted to know if we would be interested. The Committee said that we would be interested to learn more.

**13. Date of Next Meeting:** 6/3/19

**14. Adjournment**

The meeting was adjourned at 6:28 p.m.

Respectfully submitted,

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Richard Schluter, Committee Chair

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Kathy Ostdick, Recording Secretary