

**DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD**

**MINUTES OF MEETING**

**January 25, 2016**

Approved

Board Members Present: Jerry Helland, Dick Schluter, Merlin Wessels, Marilyn Stromborg,  
Diane Leifheit

Board Members - Absent: Chuck Rose, Andi Andree, Jane Olson

Other Persons Present:

Office Staff Present: Deanna Cada, Kathy Ostdick

**1. Call to Order**

The meeting was called to order by the Vice President, Jerry Helland, at 6:32 PM.

**2. Agenda**

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

**3. Minutes**

*Mr. Wessels moved to approve the minutes of the December 14, 2015 Board meeting; seconded by Dr. Stromborg. The motion passed unanimously on a voice vote.*

**4. Announcements**

None

**5. Director's Report**

Ms. Cada reported that she and Ms. Ostdick met this morning with Mike Kokott, Kim Volk, Kyle Caron, and Jessica Foley of KishHealth to discuss billing. We held an Agency Director's meeting on 1/21/16 to discuss the changes in the grant application. On 1/28/16 we will be meeting with agencies that will be filling out grant applications for the first time in order to answer questions that they may have.

Ms. Cada attached the information for the next quarterly ACMHAI meeting and asked if any Board members would like to attend.

**6. Community Input**

None

## **7. Finance Reports**

*Mr. Schluter moved to approve the January 2016 agency claims in the amount of \$166,028.48; seconded by Dr. Stromborg. The motion passed unanimously on a roll call vote.*

*Mr. Wessels moved to approve the January 2016 office claims in the amount of \$1,293.76; seconded by Dr. Stromborg. The motion passed unanimously on a roll call vote.*

## **8. Finance Committee**

A. City of DeKalb request – The City of DeKalb has requested funding for Mental Health Education and Training for First Responders for their police department. The request was discussed.

*Ms. Leifheit moved to approve the City of DeKalb request for up to \$1,554 for First Responder Training to be paid in a lump sum; seconded by Dr. Stromborg. The motion passed unanimously on a roll call vote.*

B. Elder Care Services request - Elder Care Services has requested to be advanced the remainder of their GY16 grant in a lump sum. The amount remaining for February through June 2016 is \$48,338. The request was discussed.

*Ms. Leifheit moved to pay Elder Care Services the remaining February through June 2016 dollars from their GY16 grant in the amount of \$48,338; seconded by Dr. Stromborg. The motion passed unanimously on a roll call vote.*

C. Health Department request – The DeKalb County Health Department has requested a one-time funding for up to \$23,200 for 22.5 hours/week compensation for a Certified Application Counselor. This position will be for enrollment assistance for the Affordable Care Act. The request was discussed.

*Dr. Stromborg moved to fund the 22.5 hour/week Certified Application Counselor for up to \$23,200 for the period of 2/1/16 through 12/31/16; seconded by Mr. Schluter. The motion passed unanimously on a roll call vote.*

## **9. Old Business**

A. Amendment to By-Laws – the By-law changes have been reviewed according to policy.

*Mr. Wessels moved to approve the By-Law changes as presented; seconded by Mr. Schluter. The motion passed unanimously on a voice vote.*

B. Performance review for Executive Director

*Mr. Wessels moved to go into Closed Session at 7:10 pm; seconded by Dr. Stromborg. The motion passed unanimously on a voice vote.*

*Mr. Wessels moved to return to Open Session at 7:20 pm; seconded by Dr. Stromborg. The motion passed unanimously on a voice vote.*

*Mr. Wessels moved to give the Executive Director a 1% increase plus an additional one week vacation retroactive to the anniversary date of 1/5/16; seconded by Mr. Helland. The motion passed unanimously on a roll call vote.*

C. One Year Plan goals review – Ms. Cada discussed the goal of addressing high-deductible issues. Ms. Cada has discussed the topic with Eileen Durkin of ACMHAI. She is looking into the legal feasibility of funding high-deductibles. Ms. Cada will report back when more information is available.

**10. New Business**

A. Open Board seat – Four candidates were interviewed. The candidates were ranked by the Board members that conducted the interviews. Mr. Wessels requested to have the full Board interview the top two candidates at the next Board meeting.

**11. Adjournment** - Next Board meeting date: 2/8/16

The meeting was adjourned at 7:40 p.m.

Respectfully submitted,

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Jerry Helland, Vice President

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Kathy Osttick, Recording Secretary