

# DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

## MINUTES OF MEETING

November 21, 2016

Approved

Board Members Present: Chuck Rose, Jerry Helland, Dick Schluter, Marilyn Stromborg, Sue Plote,  
Dianne Leifheit, Jane Olson

Board Members - Absent: Merlin Wessels

Other Persons Present:

Office Staff Present: Deanna Cada, Kathy Ostdick

### 1. Call to Order

The meeting was called to order by the President, Charles G. Rose, at 6:00 PM.

### 2. Agenda

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

### 3. Minutes

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

### 4. Agency 3-Year Presentation – Hope Haven

The 3-Year Presentation of Hope Haven was given by Lesly Wicks, Executive Director.

### 5. Announcements

Ms. Cada shared a letter from Opportunity House thanking the Board for their financial support.

### 6. Director's Report

Ms. Cada reported to the Board that she went to the County Board Meeting. At this meeting, the County Board passed the 2017 Budget and the Mental Health Board Budget passed as presented.

Ms. Cada reported that the 211 committee is moving along and is targeting a March 2017 roll-out. They will keep output and outcomes data and will share with all participants.

Ms. Cada met with DeKalb City Police Chief Lowry to discuss what officers are experiencing. Chief Lowry said they do not use the Ben Gordon Center Living Room Program.

The upcoming ACMHAI Quarterly Meeting on December 8 & 9 was discussed. Mr. Helland and Dr. Stromborg will be attending on Thursday only.

### 7. Community Input

No community input.

## **8. Finance Reports**

*Ms. Leifheit moved to approve the November 2016 agency claims in the amount of \$223,981.03; seconded by Mr. Helland. The motion passed unanimously on a roll call vote.*

*Dr. Stromborg moved to approve the November 2016 office claims in the amount of \$1,071.88; seconded by Mr. Helland. The motion passed unanimously on a roll call vote.*

## **9. Finance Committee**

### **A. County Treasurer presentation**

Mr. Schluter told the Board that he would like to ask Christine Johnson, County Treasurer, to attend a Finance Committee meeting to explain how the County handles the CMHB money. Mr. Schluter encouraged all Board members to attend when the date is set.

## **10. Executive Committee**

### **A. Board member vacancy update and next steps**

Ms. Cada shared with the Board that the office has received four inquiries and asked what the next steps should be. The Board decided that the applicants should be interviewed by Board volunteers before full Board interviews.

### **B. Slate of Officers**

The Board discussed a new slate of officers since Mr. Rose will be leaving the Board as of 12/31/16.

*Mr. Rose moved to elect Mr. Helland as President and Ms. Olson as Vice President, beginning 1/1/17; seconded by Ms. Plote. The motion passed unanimously on a voice vote.*

### **C. Executive Director and Administrative Assistant performance reviews – Closed session**

*Mr. Rose moved to go into closed Session at 6:48 pm; seconded by Mr. Helland. The motion passed unanimously on a voice vote.*

The Board discussed the Executive Director and Administrative Assistant evaluations.

*Mr. Rose moved to go into Open Session at 6:56 pm; seconded by Ms. Olson. The motion passed unanimously on a voice vote.*

*Mr. Rose moved to give Deanna Cada, Executive Director, a 2% increase as of her anniversary date of January 5, 2017; seconded by Mr. Schluter. The motion passed unanimously on a roll call vote.*

*Mr. Rose moved to give Kathy Ostdick, Administrative Assistant, a 3% increase as of her anniversary date of December 12, 2016; seconded by Mr. Schluter. The motion passed unanimously on a roll call vote.*

### **D. 2017 Meeting schedule**

Ms. Cada shared the 2017 meeting calendar with the Board.

E. One Year Annual plan

Ms. Cada reported that by State Statute, the CMHB should have a 1 Year and a 3 Year Plan. The 3 Year Plan is still in effect. Ms. Cada presented the 1 Year Plan that she developed using retreat information.

***Ms. Plote moved to accept the One Year Plan; seconded by Mr. Helland. The motion passed unanimously on a voice vote.***

**11. Outcomes Committee**

A. Dr. Schatteman report

Dr. Stromborg discussed the Outcomes report prepared by Dr. Schatteman. Funding models utilized by the CMHB were discussed.

B. 3 Year Presentation update

Ms. Cada presented the revised 3 Year Presentation Guidelines developed by the Outcomes Committee.

***Dr. Stromborg moved to accept the revised 3 Year Presentation Guidelines; seconded by Ms. Olson. The motion passed unanimously on a voice vote.***

**12. Old Business**

Nothing to report.

**13. New Business**

Nothing to report.

**14. Adjournment** - Next meeting 12/12/16 at 6:00 pm. – Holiday party – Fatty’s Pub & Grille

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

Respectfully submitted,

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Charles G. Rose, President

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Kathy Ostdick, Recording Secretary