

**DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD**  
**EXECUTIVE COMMITTEE**  
**MINUTES OF MEETING**

**January 11, 2016**

**Approved**

**Committee Members Present:** Charles Rose, Marilyn Stromborg, Jerry Helland

**Staff Present:** Deanna Cada, Kathy Ostdick

**Other Persons Present:** Dianne Leifheit

**1. Call to Order**

Mr. Rose called the meeting to order at 4:15 p.m.

**2. Agenda**

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

**3. Approval of Minutes**

*Dr. Stromborg moved to approve the minutes of the 11/30/15 meeting; seconded by Mr. Helland. The motion passed unanimously on a voice vote.*

**4. Office Report**

Ms. Cada reported that the Mental Health Coordinating Council summary has been approved and she will be forwarding it to attendees and to CMHB members as well.

Ms. Cada was invited to give a presentation to the Court Watch program this morning. Participants asked Ms. Cada about Mental Health Court and keeping people with mental illness out of jail.

The County passed a resolution to join the Stepping Up Coalition, which is a national association of counties. The Stepping Up Program is a coalition of counties looking into how to keep people with mental health issues from being incarcerated. Ms. Cada wrote the grant.

**5. Amendment to By-Laws**

Amendments to the By-Laws were discussed.

*Mr. Rose moved to recommend to the full Board to accept the By-Law amendments; seconded by Mr. Helland. The motion passed unanimously on a voice vote.*

**6. Performance Review – Executive Director**

*Mr. Rose moved to go into Closed Session at 4:20 pm to discuss a personnel issue; seconded by Mr. Helland. The motion passed unanimously on a voice vote.*

*Mr. Rose moved to return to Open Session at 4:32; seconded by Mr. Helland. The motion passed unanimously on a voice vote.*

## **7. Open Board Seat**

Ms. Cada reported that the office has received four letters of interest; Sue Plote, Ron Partsch, Barry Schrader, and Michael Stang. Mr. Partsch has an interview set-up for Thursday.

## **8. Policy and Procedure Updates**

A. Financial Policy – tabled

B. Letter of Support Policy - tabled

## **9. Conflict of Interest**

Tabled.

## **10. One Year Plan Goals**

The Committee discussed the One Year Plan Goals and concluded that funding priorities should be the first goal addressed.

## **11. On-Line Grant Application Proposal**

Ms. Cada discussed the possibility of on-line grant applications. Several funding bodies in the county have also shown interest. Ms. Cada and Ms. Ostdick met with a representative of a company that designs the applications. This will be discussed further for the following grant year.

## **12. Date of Next Executive Committee Meeting: 2/1/16**

## **14. Adjournment**

The meeting was adjourned at 4:51 p.m.

Respectfully submitted,

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Charles G. Rose, Board President

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Kathy Ostdick, Recording Secretary