

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD
EXECUTIVE COMMITTEE
MINUTES OF MEETING

October 3, 2016

Approved

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

Staff Present: Deanna Cada, Kathy Ostdick

Other Persons Present: Dick Schluter

1. Call to Order

Mr. Rose called the meeting to order at 4:47 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 9/12/16 meeting; seconded by Mr. Rose. The motion passed unanimously on a voice vote.

4. Office Report

Ms. Cada reported that she and Mr. Helland attended the 9/27/16 Mental Health First Aid Training. Mr. Helland shared that it was a very intense, interesting, and beneficial day.

Mr. Helland and Ms. Andree visited the sites of two CMHB funding recipients, Elder Care Services and Voluntary Action Center. Mr. Helland said the meeting with Tara Russo, Elder Care Services Executive Director, was very beneficial and he appreciated the passion and compassion that she and her staff exhibit every day. The visit with Voluntary Action Center was a very interesting and rewarding experience and Mr. Helland hopes that others can attend site visits as time and schedules permit.

Ms. Cada announced that the Christmas dinner will be on December 12 at Fatty's.

5. Statement of Board Responsibilities update

The Executive Committee reviewed the changes to Statement of Board Responsibilities.

Dr. Stromborg moved to approve the changes to the Statement of Board Responsibilities; seconded by Mr. Rose. The motion passed unanimously on a voice vote.

6. Board Member Vacancy

The Committee discussed the Board seat that will be vacated by Ms. Andree in November and the end of terms for two Board members. A press release has been put in the Chronicle and it was suggested that Ms. Cada contact the Chamber and NIU.

7. Administrative Assistant and Executive Director Performance Reviews

The Committee discussed the timeline for performance reviews for the Executive Director and the Administrative Assistant and will discuss further at the full Board meeting.

8. One Year Plan goals

One Year Plan goals will be discussed in November.

9. Date of Next Executive Committee Meeting: 11/7/16

10. Adjournment

The meeting was adjourned at 5:00 p.m.

Respectfully submitted,

Charles G. Rose, Board President

Kathy Ostdick, Recording Secretary