

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

FINANCE COMMITTEE

MINUTES OF MEETING

June 3, 2019

Approved

Committee Members Present: Dick Schluter, Meghan Cook

Other Persons Present:

Office staff: Deanna Cada, Kathy Ostdick

1. Call to Order

Mr. Schluter called the meeting to order at 5:30 p.m.

2. Agenda Approval

Ms. Cook moved to approve the agenda; seconded by Mr. Schluter. The motion passed unanimously on a voice vote.

3. Minutes

Ms. Cook moved to approve the minutes of the 5/13/19 meeting; seconded by Mr. Schluter. The motion passed unanimously on a voice vote.

4. Office Report

Ms. Cada reported that we have received the first tax distribution of \$250,006. The County budget paperwork has not been released yet but should be soon.

Ms. Cada reported on a Treatment Courts update. The peer support person, which is paid for by CMHB grant dollars, will be resigning as of September. The department will be looking for a new peer support person as soon as possible.

5. State's Attorney Office Opinion Letter update

Ms. Cada said that a county board member has recommended that the County Board stop approving the Mental Health Board claims because they are already approved by the Mental Health Board. Mr. Hansen has requested that Ms. Cada get a State's Attorney's opinion of the process and she forwarded the State Statute to the State's Attorney. The opinion came back as agreeing that the County Board should not approve the CMHB claims. Ms. Cada also asked for an opinion on whether or not the County Board needs to approve the CMHB budget. That came back as saying that the County Board does not have to approve the CMHB budget either. The County Board does, however, set our levy rate.

6. Claims Process

Ms. Cada discussed with the Finance Committee whether or not we should change our claims submission process. She gave several options. The Finance Committee has suggested that they review the claims at their meeting following the submission of claims to the County.

7. Crisis Funding Policy approval

Ms. Cada had submitted the Crisis Funding Policy to the Finance Committee last month. Dr. Stromborg had asked for more time to read the policy. After reviewing the policy, Dr. Stromborg suggested that the phrase “short term” be defined. Ms. Cada suggested it should be 2-4 weeks. The Committee discussed the policy further.

Ms. Cook made a motion to move the Crisis Funding Policy to the full board; seconded by Mr. Schluter. The motion passed unanimously on a voice vote.

8. Grant Reconciliation Policy

Ms. Cada presented the Grant Reconciliation Policy to the Finance Committee. The Committee reviewed the policy and suggested that the Committee members take a month to review it and discuss at the next Committee meeting.

9. Date of Next Meeting: 7/1/19

10. Adjournment

The meeting was adjourned at 6:05 p.m.

Respectfully submitted,

Richard Schluter, Committee Chair

Kathy Ostdick, Recording Secretary