

# DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

## MINUTES OF MEETING

March 15, 2010

Approved

Board Members Present: Cynthia Luxton, John Rogalin, Eileen Dubin, Dr. Kirts  
Donna Schoenfeld, Ken Ritchie, Jane Dargatz, Gary Lothson

Board Members -Excused Absence: None

Board Members - Absent: None

Other Persons Present: Barry Schrader

Office Staff Present: Kathy Ostdick

### 1. CALL TO ORDER

The meeting was called to order by the President, Ms. Luxton, at 7:03 p.m.

### 2. AGENDA

*Dr. Kirts moved to approve the agenda; seconded by Rev. Ritchie. The motion passed unanimously on a voice vote.*

### 3. INTRODUCTIONS

Introductions were made between the two new board members and the current board members. Ms. Luxton gave a brief overview of board functions.

### 4. MINUTES

*Dr. Kirts moved to approve the minutes of the February Board meeting; seconded by Ms. Schoenfeld. The motion passed unanimously on a voice vote.*

### 5. COMMUNITY INPUT

Barry Schrader presented information on the increasing suicide rate in DeKalb County and asked the Board to consider addressing the issue.

### 6. CORRESPONDENCE AND ANNOUNCEMENTS

A flyer announcing a free Veteran's Support Group at the Ben Gordon Center was presented.

### 7. FINANCE REPORTS

*Ms. Schoenfeld moved to approve the March 2010 agency claims in the amount of \$143,459.44; seconded by Dr. Kirts. The motion passed unanimously on a roll call vote.*

*Ms. Schoenfeld moved to approve the March 2010 office claims in the amount of \$11,260.50; seconded by Dr. Kirts. The motion passed unanimously on a roll call vote.*

## **8. BOARD MEMBER ISSUES**

Ms. Luxton reviewed the revised strategic plan. Ms. Dargatz asked about the impact of the state funding situation on the agencies that are funded by the CMHB. Rev. Ritchie asked if the agencies receiving grant applications were incorporating the Community Assessment needs. Ms. Luxton replied that the cover letter that went out with the application stated that priority would be given to agencies that address our assessment needs.

*Dr. Kirts moved to approve the Strategic Plan as presented with changes; seconded by Rev. Ritchie. The motion passed unanimously on a voice vote.*

Dr. Kirts discussed two articles that Bob Krogman had given him. The first article is “Defining Illness in Secret” which is about the new DSM5 diagnostic tool and the controversy surrounding the issue. The second article is “Bipolar on the Rise”. It is the belief of Dr. Kirts that a diagnosis of Bipolar is being used too frequently.

## **9. PRESIDENT’S REPORT/OFFICE REPORT**

Ms. Ostdick reported that Dana Herra of the Daily Chronicle will attend our next Agency Director’s meeting to interview the directors regarding state funding. She also interviewed the CACDC and their mission.

## **10. COMMITTEE REPORTS**

### Executive Committee:

Ms. Luxton gave a brief recap of the Executive Meeting. The Executive Director position was discussed along with several other issues that are on the agenda for tonight’s Board meeting.

### Finance Committee:

Mr. Rogalin gave a recap of the Finance Committee. The Grant Applications have been received and Ms. Ostdick presented a spread sheet of the requests. The Ben Gordon Center also sent a letter requesting additional psychiatry salary support for GY10. More information is needed for further discussion and Mr. Rogalin is preparing a list of questions to be presented to Michael Flora. Also Safe Passage had requested clarification of their loan agreement. The committee reviewed the documents regarding the loan and Ms. Luxton prepared a letter that was forwarded to the agency in response to their inquiry stating that the contract is clear and stands as is.

## **11. OLD BUSINESS**

### A. GY11 Applications:

Ms. Ostdick reported that 2.65 million has been requested and the board has approximately 1.8 to grant. A spread sheet of all the requests was distributed to the board. Ms. Luxton explained the timeline of the grant process. The Finance Committee will do the preliminary work and then present recommendations to the full board for review and approval.

### B. New Board Members:

There is still one board seat open. Board members were asked to assist in the search for an appropriate new member. Both Ms. Dubin and Ms. Dargatz suggested that they may know of someone that would be interested. Also, Ms. Luxton discussed a board member orientation in the near future.

C. Behavioral Healthcare Taskforce:

Ms. Ostdick reported that Barry Schrader from the DeKalb County Citizens for Better Mental Health said that the Taskforce should move ahead without his group because they were having difficulty meeting. A letter was sent to Chuck Rose, who is the chair of the Taskforce, stating the situation with the Citizen's group.

D. Executive Director Search update:

Mr. Rogalin stated that this will be discussed in closed session.

E. Board member policy/ethics draft review:

Ms. Luxton distributed an updated board member policy/ethics draft and asked the board members to review it and it will be discussed at a future meeting or at our retreat.

**12. NEW BUSINESS**

A. By-law change discussion:

Mr. Rogalin reported that the discussion regarding board member term length changes is not an option according to the Illinois Community Mental Health Act.

B. Board retreat and orientation:

Ms. Luxton asked the board members if anyone had a preference for July 30<sup>th</sup> or August 6<sup>th</sup> for our next retreat. The consensus so far is that the July 30<sup>th</sup> date would be preferable. This will be discussed at a future meeting. Ms. Ostdick also asked if anyone knows of a location for the retreat to let the office know.

**13. NEXT BOARD MEETING:**

The next Board meeting will be 4/19/10.

**14. CLOSED SESSION**

*Mr. Rogalin moved to go into Closed session at 8:39 p.m.; seconded by Ms. Schoenfeld. The motion passed unanimously on a voice vote.*

*Mr. Rogalin moved to return to Open session at 9:49 p.m.; seconded by Ms. Schoenfeld. The motion passed unanimously on a voice vote.*

*Rev. Ritchie moved that for the closed session minutes for the Personnel and Nominations Committee from 10/6/08 and 11/17/08 all are approved, all will be kept closed, and the tapes will not be destroyed but will be reviewed again in the future; seconded by Ms. Schoenfeld. The motion passed unanimously on a voice vote.*

*Mr. Rogalin moved to allow Ms. Luxton to negotiate with Mark Parrish for the Executive Director position with a starting salary of \$60,000, not to go above \$65,000, with a 4-day work week and a start date to be negotiated between the parties; seconded by Rev. Ritchie. The motion passed unanimously on a roll call vote.*

**15. ADJOURNMENT**

The meeting was adjourned at 9:52 p.m.

Respectfully submitted,

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Cynthia Luxton, President

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Kathy Ostdick, Recording Secretary