

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

MINUTES OF MEETING

September 20, 2010

Approved

Board Members Present: Cynthia Luxton, Eileen Dubin, Jane Dargatz
Gary Lothson, Dr. Kirts

Board Members -Excused Absence: John Rogalin, Donna Schoenfeld, Ken Ritchie

Board Members - Absent:

Other Persons Present:

Office Staff Present: Mark Parrish, Kathy Ostidick

1. CALL TO ORDER

The meeting was called to order by the President, Ms. Luxton, at 6:32 p.m.

2. AGENDA

Ms. Dubin moved to approve the agenda; seconded by Dr. Kirts. The motion passed unanimously on a voice vote.

3. INTRODUCTIONS

Board member introductions were made.

4. MINUTES

Mr. Lothson moved to approve the minutes of the August Board meeting; seconded by Dr. Kirts. The motion passed unanimously on a voice vote.

5. COMMUNITY INPUT

A presentation by the Epilepsy Foundation was given. Vic Verni, Cara Witkowski, and Nancy Warden presented the requested information from our guidelines. A separate document includes notes from that presentation.

6. CORRESPONDENCE AND ANNOUNCEMENTS

Mr. Parrish reported that there was an article in the news paper from Safe Passage requesting gift cards and our office presented them with \$500 worth of cards from the Walmart grant.

7. FINANCE REPORTS

Dr. Kirts moved to approve the September 2010 agency claims in the amount of \$171,307.43; seconded by Ms. Dubin. The motion passed unanimously on a roll call vote.

Dr. Kirts moved to approve the September 2010 office claims in the amount of \$2,890.63; seconded by Mr. Lothson. The motion passed unanimously on a roll call vote.

8. BOARD MEMBER ISSUES

The strategic plan chart summary was discussed. Since not all of the board members agreed where the board stood on each goal, Ms. Luxton led the discussion on the progress of each goal. Hiring a grant writer for the agencies we fund was also discussed.

Ms. Dargatz brought up the issue of guidelines for our funding process. Ms. Luxton said that the Finance Committee and Mr. Parrish will be working on that. Mr. Lothson brought up that the word “partnership” under goal #3 under Community Collaboration to be discussed.

Mr. Rogalin had wanted to discuss the issue of stigma; particularly the recent article of an Opportunity House client being arrested for violence and the paper noted his mental health issues, but in his absence the topic will be presented at the next board meeting. At the Finance Committee meeting, Mr. Rogalin had asked Mr. Parrish to invite the Chronicle to meet with them to discuss this issue. Dr. Kirts stated that discussing this topic with them in the past has been futile.

9. DIRECTOR’S REPORT

Mr. Parrish reported that he is in the process of meeting with the rest of our funded agencies. He noted that he had met with the new Executive Director of Elder Care, Dani Maculan, who is an expert in outcome measurers. He also reported that he had sent an email supporting the Hope Haven building expansion per direction by the Executive Committee. Agency presentation guidelines were discussed. The Epilepsy Foundation was the first agency to use these guidelines. Mr. Parrish asked for feedback from board members on the guidelines for the agency presentations.

10. COMMITTEE REPORTS

Executive Committee:

Ms. Luxton reported on the Executive Committee. They discussed the up-coming training by Mike Mastroianni on board responsibility. Mr. Parrish reported that Jim Scheffers from the County Facilities Management office did a walk-through of the Ben Gordon Center and a report will follow in the next few weeks. Mr. Scheffers asked to go back for an additional look at the office lighting. The committee also talked about the Hope Haven building issue.

Finance Committee:

In the absence of Mr. Rogalin, Mr. Lothson gave a brief report on the Finance Committee meeting. They discussed the FY11 county budget, the psych evaluation/medication monitoring program, a request by Hinckley-Bog Rock to fund a Parent University program, a seminar program for Ms. Osttick, were provided with website information for our funded agencies and other 708 board sites along with anecdotal evidence of a cheaper start-up cost for a site, and during the grant process the category of “miscellaneous” should be looked at more carefully.

Outcomes Committee:

Dr. Kirts gave the report from the Outcomes Committee. The committee met for the first time on 9/15/10. They discussed a process for the agencies to report what is going wrong along with what is going right. An outcomes training was talked about. Dr. Kirts stated that 11/18/10 will be the outcomes training and 10/6/10 will be the next Outcomes Committee meeting and all are invited.

11. OLD BUSINESS

A. Safe Passage 2nd payment:

Mr. Parrish shared that Safe Passage had sent a check for \$40,000 as partial payment of their loan. They now only owe \$12,000.

B. Website:

Mr. Parrish talked about the agency website list along with a short list of other 708 Boards that have sites. He also stated that there is anecdotal evidence that a site can be obtained for a considerable amount less than the Open Cube price and he will discuss that with the Finance Committee after receiving that information.

Ms. Luxton said that it had been discussed at the last meeting that Mr. Parrish would talk to all the agencies at the quarterly Agency Director's meeting for feedback on this topic.

C. Board responsibility training with Mike Mastroianni on 10/12/10 at 5:00 p.m.:

Mr. Mastroianni will be facilitating a training on 10/12/10 from 5:00 - 6:30 p.m. on board responsibility. Dinner will be served from 6:30 - 7:00 and then we will have the regular board meeting at 7:00.

12. NEW BUSINESS

A. Hinckley-Big Rock Parent University funding request:

The board had approved a request by Hinckley-Big Rock last year for this same Parent University workshop but due to an unforeseen incident, it was cancelled. They are asking for our board to fund this again this year. The Finance Committee has voted to recommend to the full board to approve this workshop.

Mr. Lothson moved to approve the request by Hinckley-Big Rock for fund up-to \$800 for a Parent University Workshop; seconded by Dr. Kirts. The motion passed unanimously on a roll call vote.

B. Agency presentation guidelines:

The agency presentation guidelines have been worked on for some time. The Epilepsy Foundation presentation was the first agency to utilize these guidelines. The board discussed whether or not these guidelines gave them the information that they desired. By consensus, the guidelines were adequate.

C. Outcomes training for agencies:

Sharon Mills will be facilitating the up-coming outcomes training. Ms. Mills was the trainer at a workshop facilitated by the CMHB in 2008 and will be doing something similar to that this year.

13. CLOSED SESSION

Mr. Lothson moved to go into Closed session at 8:54 p.m.; seconded by Dr. Kirts. The motion passed unanimously on a voice vote.

Mr. Lothson moved to return to Open session at 9:35 p.m.; seconded by Ms. Dubin. The motion passed unanimously on a voice vote.

Mr. Lothson moved that for the amended closed session Board meeting minutes for 1/25/10, 2/8/10, 3/15/10, 4/19/10, 8/16/10 and the Search Committee closed session minutes for 3/15/10, all are approved and all will be posted; seconded by Ms. Dubin. The motion passes unanimously on a voice vote.

Mr. Lothson moved that for the amended closed session Board meeting minutes for 1/25/10, 2/8/10, 3/15/10, 4/19/10, 8/16/10 and the Search Committee closed session minutes for 3/15/10, the tapes may be destroyed at the appropriate time after one more board review at the time of destruction; seconded by Dr. Kirts. The motion passes unanimously on a voice vote.

14. NEXT BOARD MEETING:

The next Board meeting will be 10/12/10 (5:00 pm Mike Mastroianni, 7:00 pm Board meeting)

15. ADJOURNMENT

The meeting was adjourned at 9:37 p.m.

Respectfully submitted,

Cynthia Luxton, President

Kathy Osttick, Recording Secretary