

# DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

## MINUTES OF MEETING

September 19, 2011

Approved

Board Members Present: Cynthia Luxton, Ken Ritchie, John Rogalin, Donna Schoenfeld  
Gary Lothson, Eileen Dubin, Jeff Whelan

Board Members -Excused Absence: Tom Kirts, Jane Dargatz

Board Members - Absent:

Other Persons Present: Bob Shipman, Gary Hanson, Larry Anderson, Scott Newport, Paul Stoddard

Office Staff Present: Donna Moulton, Kathy Ostdick

### 1. CALL TO ORDER

The meeting was called to order by the President, Cynthia Luxton, at 6:34 p.m.

### 2. AGENDA

***Mr. Rogalin moved to approve the agenda; seconded by Mr. Whelan. The motion passed unanimously on a voice vote.***

### 3. INTRODUCTIONS

Introductions were not needed.

### 4. MINUTES

***Mr. Whelan moved to approve the minutes of the August 2011 Board meeting; seconded by Mr. Rogalin. The motion passed unanimously on a voice vote.***

### 5. COMMUNITY INPUT

The Opportunity House presentation was made by Bob Shipman, Executive Director. Notes are attached.

The County levy and budget issue was discussed at this time. Introductions were made between CMHB members, Gary Hanson, Larry Anderson, Scott Newport, and Paul Stoddard.

Ms. Luxton started the discussion by stating that the CMHB understands that the County Board sets our tax levy. The Mental Health Board recently reviewed past levy documents and learned that previous directors had been submitting a formal levy request letter. Ms. Luxton told the guests that the CMHB thought it would be a good idea to ask them to attend the meeting to inform them of what was happening as a board and get their perspective. Ms. Luxton explained the reasoning behind the cuts made to agencies over the past two years and also how several new agencies were granted allocations.

Ms. Luxton discussed our 3-Year agency presentation program and told the County Board members that once the CMHB gives an agency an in-depth look, great needs can come to light and give CMJB board members more insight into how to allocate funds.

Rev. Ritchie talked about how the need is out there and is here to stay and that mental health issues increase during economic hard time.

The subject of the CMHB levy being a separate item on the tax bill was discussed. Ms. Luxton stated that the bigger issue for this board is that there has not been an increase to this levy for four years.

Ms. Luxton wrapped up the discussion by saying that the CMHB is willing to be creative and is open to recommendations.

Mr. Anderson said that the county board is faced with all the need by county departments and the opposite side of the coin with county citizens complaining that their taxes are too high already and they don't want increases.

## **6. CORRESPONDENCE AND ANNOUNCEMENTS**

Included in the binder is a newsletter from Children's Home + Aid and an email from the Ben Gordon Center regarding the proposed closing of Singer Center.

## **7. FINANCE REPORTS**

***Ms. Dubin moved to approve the September 2011 agency claims in the amount of \$144,597.10; seconded by Rev. Ritchie. The motion passed unanimously on a roll call vote.***

***Ms. Dubin moved to approve the September 2011 office claims in the amount of \$6,962.21; seconded by Mr. Whelan. The motion passed unanimously on a roll call vote.***

## **8. BOARD MEMBER ISSUES**

A. Strategic plan - chart summary - tabled

## **9. OFFICE REPORT**

The 4th tax distribution has been received and the 5<sup>th</sup> should be received this week. Also there were three complaints received, all regarding the same agency. Mr. Rogalin expressed concerns about the systemic issue. Ms. Luxton stated that the office continues to handle the calls, document, and inform the board.

Ms. Moulton added that she is getting acclimated with her new space and responsibilities and is even more excited about her position than before she started.

## **10. COMMITTEE REPORTS**

### Executive Committee:

Ms. Luxton reported that the Executive Committee discussed the county board levy issue and the fall calendar.

### Finance Committee:

Rev. Ritchie reported that the committee met with the President and Treasurer of the CACDC. They shared that the CACDC has had a significant increase of requests for financial help and asked for additional funding. The Finance Committee suggested to them that they put limits on the awards they give and that additional guidelines are put into place.

The committee approved a request by the DeKalb County Youth Service Bureau to redistribute the dollars between two GY12 grants based on changes suggested by Bob Keller.

The committee is in the process of discussing the Ben Gordon Center recommendations from their presentation. The committee will finalize their report at the next Finance Committee meeting.

Rev. Ritchie also reported that Bob Keller's recommendations were discussed.

Outcomes Committee:

The Outcomes Committee did not meet.

**11. OLD BUSINESS**

A. County budget and levy update:

The board discussed the county budget and levy. According to the county budget narrative, if an appeal is needed, the form must be submitted to Gary Hanson by 9/26/11. Ms. Luxton said that the Executive Committee meets on 9/26/11 and could prepare and submit the appeal paperwork.

***Mr. Rogalin moved to proceed with the 2012 levy appeal; seconded by Ms. Schoenfeld. The motion passed unanimously on a voice vote.***

**12. NEW BUSINESS**

A. Fall calendar – handout:

The October, November and December board meeting agendas were discussed to give the board insight as to the tasks that need to be accomplished by the end of the year.

B. Board member terms:

The board discussed the board seat that will be open as of 12/31/11. Ms. Luxton suggested that the standard press release be put in the newspapers in the next week and then depending on the response, again in another month.

**13. CLOSED SESSION**

A closed session was not needed.

**14. ADJOURNMENT** - Next Board meeting date: 10/17/11

The meeting was adjourned at 8:42 p.m.

Respectfully submitted,

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Cynthia Luxton, President

Kathy Ostdick, Recording Secretary

## DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

**To: Cindy Luxton, John Rogalin, Donna Schoenfeld, Eileen Dubin,  
Thomas Kirts, Ken Ritchie, Jane Dargatz, Gary Lothson, Jeff Whelan**

From: Kathy Ostdick

Date: 9/21/11

Re: Notes from the Opportunity House, Inc presentation  
to the CMHB on 9/19/11 to be included with the 9/19/11 Board meeting minutes  
(recorded and typed by Kathy Ostdick)

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### Opportunity House presentation to CMHB 9/19/11

Mr. Bob Shipman, Executive Director, gave a presentation with handouts. The mission of Opportunity House is to help people with disabilities work, live in homes of their choice, and enjoy community life. Opportunity House offers three programs; residential, day program, and ancillary. The group homes have Community Integrated Living Arrangements (CILA) which is 24 hour facilities and one group home in Sycamore is a 16-bed community living facility. They also have supported living (CILA – Intermittent) which consists of clients living in their own home or a family home. Day programs include three programs. The first is developmental training which is social and personal care training. The second is work service which is remunerative work and work skills training. The third is supported employment which is job development and placement. Ancillary services include recreation, Special Olympics, and respite care provided to six area families.

Opportunity House is licensed through the Illinois Department of Human Services for CILA, community living facilities, and developmental training and sheltered workshop. 80% of their clients have a developmental disability. 92% of clients with a DD diagnosis have intellectual impairment and/or mental retardation as well. The non-DD clients have various learning disabilities or other impairment and are served mainly in supported employment work services.

Opportunity House FY12 operating budget is over 4.7 million with 67% of that coming from DHS. 80% of revenue is fee-for-service. All DHS funding (100%) is now Medicaid Waiver fee-for-service. 76% of total expenses are staff compensation and benefits which is typical of service related industries. Transportation and administrative expenses increased with the conversion of DHS grants to Medicaid fee for service.

Audits for the past three years have been given to the board office and Bob reported that there were no recommendations for those three years.

DHS funds less than 70% of the cost of day programs. The Mental Health Board funding allows Opportunity House to make up some of the difference to better meet the needs of their clients. State funding only provides 1100 hours/year of service and the CMHB money brings that up to 1350 hours/year of service.

FY12 and future goals are tied to program evaluation goals and include consumer satisfaction goals.

Opportunity House strategic initiatives for human resources include staff training and development and to enhance nursing and behavioral supports. Initiatives for service delivery include build accessible homes to move clients from rented housing and to consolidate operations. The resource development initiative includes establishing an endowment fund and developing annual fund-raising efforts.

In summary, there were a total of 293 individuals served with 46 individuals receiving day program services in FY11. 81 disabled adults are employed in work service, 49 employed in community jobs, and 58 received developmental training services.

Even though state grants were converted to Medicaid waiver fee-for-service funding, no services were eliminated and there was no loss of service for individuals enrolled.

Opportunity House has expanded its curriculum of "Learning for Life/Learning for Pleasure" by partnering with Kishwaukee College to provide continuing education for adults with developmental disabilities. The demand for recreational activities and Special Olympics is being met by partnering with the Kishwaukee Special Recreation Association and expanding the curriculum of art programming by partnering with the Art Attack.

Challenges include state payment delays that are expected to stretch to 5-6 months. Also challenging are the restrictive eligibility requirements for Medicaid Waiver funding which state that the client must have Medicaid and must have a significant impairment. Another challenge is the reduction in state funding of DD services leaving Opportunity House with unfilled vacancies, waiting lists, and unmet local needs. State and federal efforts to reign in Medicaid costs have an uncertain impact on the population that Opportunity House serves.

Meeting these challenges is addressed through strategic planning in which Opportunity House is addressing these challenges and identifying other opportunities. Meeting these challenges is also being addressed with sound financial management through good stewardship of resources and being prepared for the unexpected.

Ms. Luxton asked if there were a wait list now. Mr. Shipman replied that they do not have a wait list but the state has a wait list called the PONS list. Clients come to Opportunity House off of the PONS list. There is a list of names of people that want services but they are not funded.

Mr. Rogalin said that the CMHB is a data driven organization and asked for numbers such as how many people come out of the educational system who would be eligible for Opportunity House services but are not getting them because no spaces are available. Mr. Shipman replied that the PONS list just started about a year ago. Mr. Rogalin also specifically asked about clients with aging parents that will need services in the future. Mr. Shipman said he would have to get numbers for the board but that they were looking at those DD people that are in the community with aging parents that will need 24 hours care after the parents are no longer able to care for them. Again, even if people need services, if they are not on the PONS list, Opportunity House can not help them.

Mr. Shipman added that right now, there is a pilot program in DeKalb County to roll Medicaid services into a managed care system, and now they are looking at mental health services and medical services for this program, and DD services will come into play in phase 3 of this program.

J/Agency presentations/Opportunity House 9-19-11