

# DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

## MINUTES OF MEETING

June 18, 2012

Approved

Board Members Present: Ken Ritchie, Eileen Dubin, Gary Lothson, Jeff Whelan,  
Jane Dargatz, Donna Schoenfeld, Thomas Kirts

Board Members -Excused Absence: Cheryl Brauer, Cindy Luxton

Board Members - Absent:

Other Persons Present:

Office Staff Present: Donna Moulton, Kathy Ostdick

### 1. CALL TO ORDER

The meeting was called to order by the Vice President, Rev. Ken Ritchie, at 7:02 p.m.

### 2. AGENDA

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

### 3. INTRODUCTIONS

Introductions were not needed.

### 4. MINUTES

*Mr. Lothson moved to approve the minutes of the May 2012 Board meeting; seconded by Dr. Kirts. The motion passed unanimously on a voice vote.*

### 5. COMMUNITY INPUT

There was no community input at this time.

### 6. CORRESPONDENCE AND ANNOUNCEMENTS

The CMHB board received thank you letters for the allocations from DeKalb County Youth Service Bureau and Adventure Works. Along with letters, there were many verbal thanks from other agencies. The Ben Gordon Center sent the office a notice that they passed their unannounced Medicaid audit.

### 7. FINANCE REPORTS

*Ms. Dubin moved to approve the June 2012 agency claims in the amount of \$155,864.40; seconded by Ms. Dargatz. The motion passed unanimously on a roll call vote.*

*Ms. Dubin moved to approve the June 2012 office claims in the amount of \$15,237.63; seconded by Mr. Whelan. The motion passed unanimously on a roll call vote.*

## **8. BOARD MEMBER ISSUES**

The Strategic Plan will be discussed at the Retreat.

## **9. OFFICE REPORT**

Ms. Moulton reported that she attended a conference by the National Association of Counties. The main topic was supportive housing for those who are frequent users of the justice and homeless systems and who also have complex behavioral health issues. Ms. Moulton has had preliminary meetings with the jail and drug court on this issue.

The YESS meetings are progressing and have set up action committees.

Ms. Moulton sent out the agenda for the upcoming ACMHAI conference. One topic that is important to our 708 board is the audit procedure which will be discussed at the conference.

Ms. Moulton is in the process of meeting with funded agencies to discuss appropriate goals and measurements for GY13. All agencies have been informed of their allocations and are grateful.

The Annual report was presented to the Health and Human Service Committee on June 4. Ms. Moulton, Mr. Whelan and Ms. Dargatz attended. They conveyed the need for additional funding for the new fiscal year. The H&HS Committee asked the CMHB to provide them with “the faces” of community members who are impacted by funded services.

Ms. Moulton met with the Ben Gordon Center today. Mr. Flora, Mr. Strachen, and Dr. Tierney attended from BGC. Ms. Moulton asked about the regional plan for Singer closure. The Ben Gordon Center said they are considering opening 6 beds in DeKalb County. Ms. Moulton will follow-up. At the meeting, Medicaid cuts were also discussed.

Ms. Moulton reported that the office received a request from the Ben Gordon Center for \$40,000 for expansion of the community room. Ms. Moulton said that alternations for that room have not been approved by the CMHB. Ms. Moulton reminded the board that their lease says they need permission to make alterations to the building. Rev. Ritchie suggested that Ms. Moulton ask the Ben Gordon Center why they are not listed as contributing money to the project. This Ben Gordon Center request will be put forward to the Finance Committee at their next meeting.

## **10. COMMITTEE REPORTS**

### Executive Committee:

Rev. Ritchie reported that the Executive Committee discussed the retreat plan and that there will be a closed session at the retreat. The Executive Committee had a closed session to discuss staff goals.

### Finance Committee:

Rev. Ritchie reported that most of the Finance Committee meeting was spent discussing agency fee structures and reviewing the contracts. Several changes were made to the contracts. The committee requested that the contracts be reviewed in January or February for the next grant year. Rev. Ritchie also recommended that the reviews for agencies be postponed to the next meeting. Ms. Dargatz asked about the length of time between the actual agency presentation and the recommendation letter. Dr. Kirts added that he felt the letters should go out in a timelier manner.

### Outcomes Committee:

Dr. Kirts reported that Ms. Moulton submitted a summary of outcomes for each agency. Differences in levels of reported from agency to agency were noted. Ms. Dargatz suggested a more measurable rating system. Ms. Moulton constructed an outcomes report using the format from one agency as an example.

### **11. OLD BUSINESS**

#### A. Open Meetings Act training:

Some of the board members have completed their Open Meetings Act certification and Rev. Ritchie reminded the remaining members to let the office know when they have completed the training. Ms. Dargatz asked about the deadline which is December 31, 2012.

#### B. Strategic Planning Retreat:

Rev. Ritchie reported that the Retreat will start at 8:00 a.m. in this meeting room. A continental breakfast and lunch will be served. The Retreat will end approximately 1:00 p.m.

### **12. NEW BUSINESS**

#### A. Election of Officers:

Ms. Dargatz, Chair of the Nomination Committee, presented the officers being nominated. They are:

Cynthia Luxton, President  
Ken Ritchie, Vice President  
Eileen Dubin, Secretary

*Ms. Dargatz moved that nominations be closed and the new slate of officers as of 7/1/12 will be Ms. Luxton as President, Rev. Ritchie as Vice President, and Ms. Dubin as Secretary; seconded by Dr. Kirts. The motion passed unanimously on a voice vote.*

### **13. CLOSED SESSION**

There was no need for a closed session.

### **14. ADJOURNMENT** - Next Board meeting date: 7/20/12 Retreat

The meeting was adjourned at 7:41 p.m.

Respectfully submitted,

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Rev. Ken Ritchie, Vice President

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Kathy Osttick, Recording Secretary