

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

MINUTES OF MEETING

August 19, 2013

Approved

Board Members Present: Cindy Luxton, Gary Lothson, Jane Dargatz, Merlin Wessels, Thomas Kirts, Cheryl Brauer, Dick Schluter

Board Members -Excused Absence: Eileen Dubin, Jeff Whelan

Board Members - Absent:

Other Persons Present:

Office Staff Present: Kathy Osttick

1. CALL TO ORDER

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

2. AGENDA

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

3. MINUTES

Ms. Dargatz moved to approve the amended minutes of the July 26, 2013 Board meeting; seconded by Ms. Brauer. The motion passed unanimously on a voice vote.

Mr. Lothson moved to approve the minutes of the July 26, 2013 Retreat; seconded by Mr. Wessels. The motion passed unanimously on a voice vote.

4. INTRODUCTIONS

Introductions were made.

5. COMMUNITY INPUT

The Consumer Advocacy Council of DeKalb County's 3-Year presentation was made by Robert Putz and Sherri Lerche, officers of the CACDC.

6. CORRESPONDENCE AND ANNOUNCEMENTS

No correspondence or announcements were presented.

7. FINANCE REPORTS

Ms. Dargatz moved to approve the August 2013 agency claims in the amount of \$184,539.55; seconded by Mr. Wessels. The motion passed unanimously on a roll call vote.

Ms. Dargatz moved to approve the August 2013 office claims in the amount of \$1, 598.13; seconded by Mr. Wessels. The motion passed unanimously on a roll call vote.

8. BOARD MEMBER UPDATES

A. Strategic plan discussion

The Board reviewed changes to the Strategic Plan that were discussed at the Retreat in July. Board members will further review the plan.

B. Board members rolls

The Board Responsibility document was discussed

C. County Board chair concern

The County Board chair has expressed concerns regarding in-patient care in DeKalb County. Ms. Luxton has related to him that it may be beneficial for him to meet with the CMHB for a discussion on this topic.

D. Ms. Ostdick received the Ben Gordon Community Support Award at their annual employee recognition dinner. BGC gives this award to someone not employed by the organization but who has contributed to their success. Ms. Ostdick received this award for her work with the CACDC and consumers at the Community Support Campus.

9. OFFICE REPORT

The Office Report was discussed.

10. COMMITTEE REPORTS

Executive Committee:

Ms. Luxton reported that everything the Executive Committee covered is on the agenda this evening.

Finance Committee:

Ms. Dargatz reported that the Finance Committee reviewed several agency requests that are on the agenda this evening. Drug Court's request for a change in the admission fee dollar amount in their contract was discussed. This change does not alter the total dollar amount of the Drug Court grant.

Outcomes Committee:

The Outcomes Committee has not met since the last Board meeting.

11. OLD BUSINESS

A. Personnel

Personnel will be discussed in closed session.

B. County budget

The CMHB County Budget has been submitted.

C. Agency requests

1. Hope Haven: Ms. Luxton and Mr. Schluter met with Lesly Wicks, Executive Director of Hope Haven, regarding their financial situation. Several Hope Haven budget cuts that may be detrimental to their operation were discussed.

Mr. Schluter moved to give Hope Haven an additional grant of \$10,500 to cover operating expenses; seconded by Ms. Dargatz. The motion passed unanimously on a roll call vote.

2. Ben Gordon Center Community Room ceiling/roof upgrade: The Executive Committee met with the architect. It was originally decided not to upgrade the ceiling but to let the building be reclassified. After discussion between Ms. Luxton and Gary Hanson, County Administrator, it was suggested that the Mental Health Board reconsider their decision to reclassify the building and fireproofing the ceiling.

Ms. Dargatz moved to approve the upgrade to the Ben Gordon Center Community Room ceiling/roof for up to \$18,000; seconded by Dr. Kirts. The motion passed unanimously on a roll call vote.

D. Agency survey:

The Agency survey was discussed. Ms. Luxton is currently reviewing the document.

E. Agency presentation recommendation letter approval – Hope Haven and Adventure Works

The Adventure Works 3-Year Agency Presentation recommendation letter was discussed.

Mr. Lothson moved to approve the Adventure Works recommendation letter; seconded by Mr. Wessels. The motion passed unanimously on a voice vote.

The Hope Haven 3-Year Agency Presentation recommendation letter was discussed.

Mr. Wessels moved to approve the Hope Haven recommendation letter; seconded by Dr. Kirts. The motion passed unanimously on a voice vote.

12. NEW BUSINESS

A. 2014 Agency 3-Year presentation schedule

The Board discussed the agencies that will be up for the 3-Year review in GY14.

Mr. Lothson moved to approve the five agencies and dates for presentation for GY14; seconded by Ms. Dargatz. The motion passed unanimously on a voice vote.

13. CLOSED SESSION

Ms. Dargatz moved to go into Closed Session at 8:22 p.m.; seconded by Mr. Lothson. The motion passed unanimously on a voice vote.

Ms. Brauer moved to go back into Open Session at 8:35 p.m.; seconded by Dr. Kirts. The motion passed unanimously on a voice vote.

Mr. Lothson moved to approve the contract for the new Executive Director and authorize the Board President to execute the contract; seconded by Dr. Kirts. The motion passed unanimously on a roll call vote.

Mr. Lothson moved to give a stipend of \$100 per month for a five month period, totaling \$500, to the Administrative Assistant; seconded by Mr. Schluter. The motion passed unanimously on a roll call vote.

14. ADJOURNMENT - Next Board meeting date: 9/23/13

The meeting was adjourned at 8:37 p.m.

Respectfully submitted,

Cynthia Luxton, President

Kathy Osttick, Recording Secretary