

# DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

## MINUTES OF MEETING

December 16, 2013

Approved

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

Board Members -Excused Absence:

Board Members - Absent:

Other Persons Present:

Office Staff Present: Sandra Belman, Kathy Ostdick

### 1. CALL TO ORDER

The meeting was called to order by the President, Cynthia Luxton, at 6:13 p.m. at Fanatico Restaurant in DeKalb, IL.

### 2. AGENDA

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

### 3. MINUTES

*Mr. Whelan moved to approve the minutes of the November 18, 2013 Board meeting; seconded by Ms. Brauer. The motion passed unanimously on a voice vote.*

### 4. INTRODUCTIONS

Introductions were not needed.

### 5. COMMUNITY INPUT

No community input at this time.

### 6. CORRESPONDENCE AND ANNOUNCEMENTS

A thank you letter from the DeKalb County Youth Service Bureau and a copy of the Drug Court web page showing the CMHB acknowledgement were presented.

### 7. DIRECTOR'S REPORT

Ms. Belman reported that Opportunity House won a printer valued at \$1,000 from "Make My Non-Profit Run Better" contest from RKDixon.

There was NAMI Interview on 11/16/13 on C-SPAN discussing the recently-issued federal regulations for mental health insurance. The CMHB was provided with a link to view the recording online.

The County approved a \$55,000 levy increase for the Mental Health Board.

A letter was sent to the Ben Gordon Center regarding reimbursement rates for underinsured individuals along with the Individual Service and Support System Application (ISSSA) forms for requesting pre-approved services beginning 1/1/14.

All agency surveys have been received and analysis is in progress. RFP response letters have been sent.

Ms. Belman listed her meetings and events.

## **8. FINANCE REPORTS**

*Ms. Dubin moved to approve the December 2013 agency claims in the amount of \$267,369.37; seconded by Mr. Lothson. The motion passed unanimously on a roll call vote.*

*Ms. Dubin moved to approve the December 2013 office claims in the amount of \$645.51; seconded by Mr. Lothson. The motion passed unanimously on a roll call vote.*

## **9. BOARD MEMBER UPDATES**

Ms. Luxton, Ms. Dargatz, and Mr. Whelan attended the Drug Court Graduation Ceremony on 12/6/13 at which time the CMHB was presented with a plaque of appreciation.

On behalf of the Board, Ms. Luxton thanked Mr. Lothson for his service on the Board and presented him with a framed certificate and a gift card.

## **10. COMMITTEE REPORTS**

### Executive Committee:

The Executive Committee met and discussed items that are on the agenda for this evening.

### Finance Committee:

The Finance Committee met and discussed items that are on the agenda for this evening.

### Outcomes Committee:

The Outcomes Committee did not meet on 12/3/13 due to inclement weather and will be meeting on 12/17/13.

## **11. OLD BUSINESS**

A. County Budget – approve revised CMHB budget

Due to the County approved levy dollar amount, changes to the 2014 CMHB budget that was approved 7/26/13 were discussed.

*Ms. Dargatz moved to approve the amended CMHB 2014 Budget as presented; seconded by Mr. Whelan. The motion passed unanimously on a roll call vote.*

B. Agency 3-Year presentation review – Sheriff's Department

The letter to the Sheriff's Department regarding their 3-Year Presentation was discussed.

*Ms. Brauer moved to approve the Sheriff's Department 3-Year Presentation letter; seconded by Mr. Wessels. The motion passed unanimously on a voice vote.*

C. GY15 Grant calendar

The GY15 grant review timeline was discussed.

## 12. NEW BUSINESS

### A. Board member elections

Due to officer term limits, new officers were discussed.

*Ms. Dubin moved to nominate Ms. Dargatz for President; seconded by Mr. Schluter. Ms. Dargatz agreed to serve. The motion passed unanimously on a voice vote.*

*Dr. Kirts moved to nominate Ms. Luxton for Vice President; seconded by Ms. Dubin. Ms. Luxton agreed to serve. The motion passed unanimously on a voice vote.*

### B. ISSSA form

Ms. Belman reviewed the new ISSSA form that will be used by agencies to request funds for underinsured clients. This form has been reviewed by the Finance Committee.

## 14. ADJOURNMENT - Next Board meeting date: 1/13/14

The meeting was adjourned at 6:50 p.m.

Respectfully submitted,

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Cynthia Luxton, President

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Kathy Ostdick, Recording Secretary