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,

_____________________________________             _________________________________  
Cynthia Luxton, President     Kathy Ostdick, Recording Secretary