

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

MINUTES OF MEETING

July 26, 2013

Approved

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

Board Members -Excused Absence: Thomas Kirts

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 8:10 a.m.

2. AGENDA

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

3. MINUTES

Ms. Dubin moved to approve the minutes of the June 17, 2013 Board meeting; seconded by Ms. Brauer. The motion passed unanimously on a voice vote.

Ms. Dargatz moved to approve the minutes of the July 1, 2013 Board meeting; seconded by Mr. Wessels. The motion passed unanimously on a voice vote.

4. INTRODUCTIONS

Introductions were not needed.

5. COMMUNITY INPUT

There was no community input.

6. CORRESPONDENCE AND ANNOUNCEMENTS

Several agency letters were included in the binder.

7. FINANCE REPORTS

Ms. Dubin moved to approve the July 2013 agency claims in the amount of \$175,440.74; seconded by Mr. Whelan. The motion passed unanimously on a roll call vote.

Ms. Dubin moved to approve the July 2013 office claims in the amount of \$13,782.06; seconded by Mr. Lothson. The motion passed unanimously on a roll call vote.

8. BOARD MEMBER UPDATES

No board member updates were presented.

9. OFFICE REPORT

There was no office report for July.

10. COMMITTEE REPORTS

Executive Committee:

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

Finance Committee:

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

Outcomes Committee:

Mr. Wessels discussed the progress of the Outcomes Committee and indicated that they need to schedule their next meeting.

11. OLD BUSINESS

A. Personnel

Personnel will be discussed in closed session.

12. NEW BUSINESS

A. 2014 CMHB Budget proposal for county

The Board discussed the 2014 CMHB Budget proposal that will be presented to the County Board.

Ms. Dubin moved to approve the 2014 DeKalb County Community Mental Health Board budget as presented; seconded by Mr. Wessels. The motion passed unanimously on a roll call vote.

B. Agency survey

The agency survey results were discussed.

C. CMHB portion of County Disaster Plan

Every two years, the county reviews their disaster plan and asks each department to review their section of the plan. After discussion, it was decided to leave the CMHB portion of the plan as is and to review it again within the next year.

D. Two agency requests

The first agency request discussed was from the Ben Gordon Center regarding the roof issue over the community room. Options to fix the problem were to add a flame retardant coating or to change the classification of the building. The Board asked to meet with the architect for clarification of the issue and clarification of the county building classification.

Ms. Brauer moved to empower the Finance Committee to address the Community Room issue, to invite the architect to the next Finance Committee meeting, to empower the Committee to make recommendations for resolution of the issue, and to inform the Board of the decision; seconded by Ms. Dargatz. The motion passed unanimously on a voice vote.

The second agency request discussed was from Hope Haven. The agency was recently informed of a decrease in funding from the state and federal sources that will need to be implemented July 1. This was an unexpected change in the original funding notification received by the agency. Lesly Wicks, Hope Haven Executive Director, met with the Executive Committee on July 1, 2013, to explain the implications of the shortfall to the agency.

Mr. Wessels moved to give \$20,000 to Hope Haven to cover the shortfall and for the Finance Committee to meet with the agency regarding other steps taken to cover the shortfall; seconded by Ms. Dargatz. The motion passed unanimously on a roll call vote.

13. CLOSED SESSION

Mr. Whelan moved to go into Closed Session at 9:07 a.m.; seconded by Mr. Wessels. The motion passed unanimously on a voice vote.

Mr. Whelan moved to go back into Open Session at 12:42 p.m.; seconded by Ms. Dubin. The motion passed unanimously on a voice vote.

Mr. Whelan moved to authorize the President to proceed with an offer for the Executive Director position to the selected candidate as discussed in closed session; seconded by Ms. Dargatz. The motion passed unanimously on a roll call vote.

14. ADJOURNMENT - Next Board meeting date: 8/19/13

The meeting was adjourned at 12:48 p.m.

Respectfully submitted,

Cynthia Luxton, President

Kathy Osttick, Recording Secretary