

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

MINUTES OF MEETING

June 17, 2013

Approved

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

Board Members -Excused Absence:

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 7:02 p.m.

2. AGENDA

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

3. MINUTES

Mr. Lothson moved to approve the minutes of the May 20, 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

Four thank-you letters from funded agencies and a flier from the Ben Gordon Center were included in the binder.

7. FINANCE REPORTS

Ms. Dubin moved to approve the June 2013 agency claims in the amount of \$209,399.57; seconded by Mr. Whelan. The motion passed unanimously on a roll call vote.

Ms. Dubin moved to approve the June 2013 office claims in the amount of \$2,038.42; seconded by Dr. Kirts. The motion passed unanimously on a roll call vote.

8. BOARD MEMBER UPDATES

Ms. Luxton announced that there is an up-coming ACMHAI quarterly meeting in Oak Park next week. The topic of a committee meeting having a quorum was discussed. The Board discussed how they could contact the office if they were not able to attend and asked Ms. Ostdick to take her cell phone to the meetings for members to call.

9. OFFICE REPORT

Ms. Luxton pointed out that the yearly cost for the building will be paid in July. Ms. Luxton discussed a meeting with FSA and BGC. Agency contracts were forwarded to the State's Attorney's Office for review before they go out to the agencies for signatures. Ms. Luxton and Ms. Ostdick attended the Health and Human Services Committee, shared the 2012 Annual Report, and discussed mental health issues in the County.

10. COMMITTEE REPORTS

Executive Committee:

Ms. Luxton reported that all the items that were discussed in the Executive Committee are on the agenda this evening.

Finance Committee:

Ms. Dargatz reported that all the items that were discussed in the Finance Committee are on the agenda this evening.

Outcomes Committee:

Dr. Kirts reported that the committee met and reviewed agency outcomes. It was agreed that agency measurement tools needs to be looked at in the future.

11. OLD BUSINESS

A. GY14 Grant Allocation review and update:
The GY14 allocations were briefly discussed.

B. Personnel
Personnel will be discussed in closed session.

C. Board Retreat
The Retreat will be on Friday July 26. Ms. Luxton contacted both facilitators and they are available. After discussion, the Board decided to leave the Retreat time at 8 am to 1 pm. Ms. Luxton will confirm times with the facilitators.

D. Tax levy
Ms. Luxton discussed the changes made to the 2014 Tax Levy Request letter.

Mr. Lothson moved to accept the 2014 Levy Request letter with changes; seconded by Dr. Kirts. The motion passed unanimously on a voice vote.

12. NEW BUSINESS

A. Slate of officers

Dr. Kirts presented the slate of officers recommended by the Nominations Committee.

Dr. Kirts moved to nominate Ms. Luxton for President, Ms. Dargatz for Vice President, and Ms. Dubin for Secretary; seconded by Mr. Lothson. All candidates agreed to serve. The motion passed unanimously on a voice vote.

Committee membership was also discussed. The Executive Committee is made up of the officers. The Finance Committee will consist of Ms. Dargatz as Vice President, Mr. Lothson, and Mr. Schluter. The Outcomes Committee will remain with Dr. Kirts, Mr. Wessels, and Ms. Brauer as members.

B. 3-Year presentation recommendation letters for CH+A and DCYSB

The recommendation letter for the DeKalb County Youth Service Bureau was discussed.

Ms. Dargatz moved to approve the recommendation letter for the DeKalb County Youth Service Bureau; seconded by Mr. Whelan. The motion passed unanimously on a voice vote.

The recommendation letter for Children's Home + Aid was discussed.

Mr. Lothson moved to approve the recommendation letter for Children's Home + Aid; seconded by Mr. Wessels. The motion passed unanimously on a voice vote.

13. CLOSED SESSION

Dr. Kirts moved to go into Closed Session at 7:58 p.m.; seconded by Ms. Dubin. The motion passed unanimously on a voice vote.

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

The next step in the search is to bring three or four candidates to the full board for interviews. The Executive Committee will finish the interviews and check references. Dates for a special Board meeting to interview candidates will be either July 1st or 22nd. This will be determined in the very near future.

14. ADJOURNMENT - Next Board meeting date: 7/26/13 (Friday) Retreat

The meeting was adjourned at 9:15 p.m.

Respectfully submitted,

Cynthia Luxton, President

Kathy Osttick, Recording Secretary