

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

MINUTES OF MEETING

September 23, 2013

Approved

Board Members Present: Cindy Luxton, Gary Lothson, Jane Dargatz, Thomas Kirts,
Eileen Dubin, Jeff Whelan

Board Members -Excused Absence: Merlin Wessels, Dick Schluter, Cheryl Brauer

Board Members - Absent:

Other Persons Present: Barry Schrader

Office Staff Present: Sandra Belman, Kathy Ostdick

1. CALL TO ORDER

The meeting was called to order by the President, Cynthia Luxton, at 6:31 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

Mr. Whelan moved to approve the minutes of the August 19, 2013 Board meeting; seconded by Ms. Dubin. The motion passed unanimously on a voice vote.

4. INTRODUCTIONS

Introductions were made.

5. COMMUNITY INPUT

The DeKalb County Sheriff's Department's 3-Year presentation was made by Lt. Joyce Klein. Ms. Luxton asked guest, Barry Schrader, if he had any input and he replied that he did not. Ms. Luxton said that Mr. Schrader had contacted her with concerns regarding suicides in the county and recommended that Ms. Belman and Mr. Schrader meet to discuss the issue.

6. CORRESPONDENCE AND ANNOUNCEMENTS

One announcement was shared with the Board regarding a kids cooking contest sponsored by the Family Service Agency Big Brothers Big Sisters program. Also a thank you card from the Drug Court was presented.

7. FINANCE REPORTS

Ms. Dubin moved to approve the September 2013 agency claims in the amount of \$173,353.76; seconded by Ms. Dargatz. The motion passed unanimously on a roll call vote.

Ms. Dubin moved to approve the September 2013 office claims in the amount of \$14,549.99; seconded by Dr. Kirts. The motion passed unanimously on a roll call vote.

8. BOARD MEMBER UPDATES

A. Strategic plan discussion:

This will be discussed during Old Business.

Ms. Luxton reported that the Agency Director's meeting had taken place on 9/11/13. Mr. Schluter attended. A main highlight was when Lynette Spencer, Executive Director of Adventure Works, shared that she attended a workshop for Adventure Therapy agencies and was told that her funding through local entities for indigent and unfunded kids was unheard of and she was commended for her programs.

9. DIRECTOR'S REPORT

Ms. Belman reported on the county levy recommendation, that the agencies were asked to resubmit their surveys with more detail, and that, if approved this evening, RFP's will be distributed Tuesday 9/24/13 with a deadline to be returned by 10/30/13.

Ms. Belman reported that she will be getting a new computer and monitor since the last one was purchased in 2006. Ms. Belman shared a list of events that she has attended and dates of orientation with Ms. Luxton. Executive Director goals have been submitted to the Executive Committee.

Ms. Belman is reviewing an Individual Care Grant request from the Ben Gordon Center.

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 an Individual Care Grant request from the Ben Gordon Center. They reviewed the Youth Service Bureau and Family Service Agency school program, billing issues from the Ben Gordon Center, funding guidelines, and the CACDC presentation recommendations.

Outcomes Committee:

Dr. Kirts reported that the Outcomes Committee reviewed the information submitted for the last quarter of GY13. Dr. Kirts also reported that during the Sheriff's Department 3-Year presentation, several questions that the Outcomes Committee had were answered.

11. OLD BUSINESS

A. County Budget

Ms. Luxton reported that the County has suggested a dollar amount for the Mental Health Board levy that is below what was requested but is within the allowable percentage. No further action is needed at this time until the final County vote on the levy amounts. There will be a public meeting for discussion on budget requests on November 16th.

B. Agency Survey

Ms. Belman and Ms. Luxton have requested the agencies to review their survey submissions and revise with more detail by 10/15/13.

C. Strategic Plan

The Strategic Plan has been reviewed and revised.

Ms. Dargatz moved to approve the 2012-2014 revised Strategic Plan as presented; seconded by Dr. Kirts. The motion passed unanimously on a voice vote.

12. NEW BUSINESS

A. RFP 2013

The RFP application was reviewed.

Mr. Whelan moved to approve the GY14 RFP application for distribution; seconded by Mr. Lothson. The motion passed unanimously on a voice vote.

B. Review closed session minutes

The Board closed session minutes from February through August 2013 were reviewed.

Mr. Lothson moved that for the closed session Board meeting minutes for 2/2/13, 2/18/13, 3/18/13, 4/15/13-1, 4/15/13-2, 6/17/13, 7/1/13, 8/19/13, all are approved, all will be posted, and all tapes will be destroyed at the appropriate time; seconded by Dr. Kirts. The motion passed unanimously on a voice vote.

C. Office space

Office space will be discussed in closed session.

13. CLOSED SESSION

Mr. Lothson moved to go into Closed Session at 8:18 p.m.; seconded by Mr. Whelan. The motion passed unanimously on a voice vote.

Mr. Lothson moved to go back into Open Session at 9:17 p.m.; seconded by Dr. Kirts. The motion passed unanimously on a voice vote.

14. ADJOURNMENT - Next Board meeting date: 10/21/13

The meeting was adjourned at 9:17 p.m.

Respectfully submitted,

Cynthia Luxton, President

Kathy Ostidick, Recording Secretary