

# DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

## MINUTES OF MEETING

April 14, 2014

Approved

Board Members Present: Jane Dargatz, Cindy Luxton, Merlin Wessels, Cheryl Brauer, Dick Schluter, Eileen Dubin, Thomas Kirts, Donna Schoenfeld

Board Members -Excused Absence: Jeff Whelan

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, Jane Dargatz, at 6:38 p.m.

### 2. AGENDA

*Dr. Kirts moved to approve the agenda; seconded by Mr. Wessels. The motion passed unanimously on a voice vote.*

### 3. MINUTES

*Ms. Luxton moved to approve the amended minutes of the March 17, 2014 Board meeting; seconded by Ms. Dubin. The motion passed unanimously on a voice vote.*

### 4. INTRODUCTIONS

Introductions were made.

### 5. COMMUNITY INPUT

The Ben Gordon Center conducted their 3-Year Presentation and Hearing.

After the Ben Gordon Center Board members and employees left, the CMHB discussed the presentation.

### 6. CORRESPONDENCE AND ANNOUNCEMENTS

Nothing to report at this time.

### 7. DIRECTOR'S REPORT

Ms. Belman reviewed the written Director's report in depth. Ms. Belman reported that several agencies have requested information and help to become Medicaid certified. The county will be repairing the carpeting in the Community Outreach Building in May and the offices may have to be closed for several days. The agency grant contracts are still at the State's Attorney's office for review.

## **8. FINANCE REPORTS**

*Ms. Dubin moved to approve the April 2014 agency claims in the amount of \$157,300.10; seconded by Mr. Schluter. The motion passed unanimously on a roll call vote.*

*Ms. Dubin moved to approve the April 2014 office claims in the amount of \$931.85; seconded by Mr. Schluter. The motion passed unanimously on a roll call vote.*

## **9. BOARD MEMBER UPDATES**

Ms. Dargatz reported that Ms. Schoenfeld has been appointed to the Finance Committee.

## **10. COMMITTEE REPORTS**

### Executive Committee:

Ms. Dargatz reported that several items on tonight's agenda were discussed at the Executive Committee meeting.

### Finance Committee:

Ms. Luxton reported that the Finance Committee met on 3/21/14 and discussed several items on tonight's agenda. The Committee did discuss a request by Adventure Works to waive their audit requirement due to the size of their budget. The audit tool was discussed. The Epilepsy Foundation recommendation letter was reviewed.

### Outcomes Committee:

Dr. Kirts reported that the Outcomes Committee will be meeting this month.

## **11. OLD BUSINESS**

### A. GY15 grant applications

Ms. Dargatz reported that most of the requested agency hearings have been completed. Ms. Luxton and Mr. Schluter met with Hope Haven separately. The Board discussed each agency that presented at the hearings. Ms. Luxton asked for Board member opinions of GY15 funding for discussion at the next Finance Committee meeting.

### B. ISSSA requests

Ms. Dargatz shared that at the last Board meeting, Ben Gordon Center's requests for funding for specific clients was reviewed. This topic was discussed again at the committee level for clarification. The Ben Gordon Center would like to appeal the decision. Ms. Belman was requested to contact the Ben Gordon Center with instructions to provide more detail on which of the thirteen clients they would like reviewed again.

### C. Epilepsy Foundation recommendation letter

The Epilepsy Foundation recommendation letter was discussed for clarification of the final version.

*Ms. Brauer moved to approve the amended Epilepsy Foundation 3-Year Recommendation letter; seconded by Mr. Wessels. The motion passed unanimously on a voice vote.*

## **12. NEW BUSINESS**

### A. Professional resources

Tabled.

B. Quarterly Professional Development planning  
Tabled.

C. Audit tool

Ms. Dargatz stated that a discussions needs to take place as to whether the Board wants to use a generic audit tool or an agency specific audit tool. Ms. Belman discussed her reasoning for an agency specific tool. The Board discussed the pros and cons of each.

### **13. CLOSED SESSION**

A closed session was not needed.

Ms. Luxton and Ms. Belman met with Jane Lux from the Health Department regarding office space and they are waiting for the State's Attorney's office to provide an intergovernmental agreement. A contract for the interested agencies will need to be developed. Ms. Luxton stated that more work needs to be done by June.

**14. ADJOURNMENT** - Next Board meeting date: 5/19/14

The meeting was adjourned at 10:46 p.m.

Respectfully submitted,

---

Jane Dargatz, President

---

Kathy Osttick, Recording Secretary