

**DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD**

**MINUTES OF MEETING**

**May 19, 2014**

Approved

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

Board Members -Excused Absence: Eileen Dubin

Board Members - Absent:

Other Persons Present: Jill O'Brien, Dave Miller, Tara Culotta, Joyce Klein, Mary Ellen Schaid

Office Staff Present: Kathy Osttick

**1. CALL TO ORDER**

The meeting was called to order by the President, Jane Dargatz, at 6:10 p.m.

**2. AGENDA**

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

**3. CLOSED SESSION**

*Mr. Whelan moved to go into Closed Session at 6:11 p.m.; seconded by Ms. Schoenfeld. The motion passed unanimously on a voice vote.*

*Mr. Whelan moved to go back into Open Session at 7:17 p.m.; seconded by Mr. Wessels. The motion passed unanimously on a voice vote.*

*Mr. Whelan moved to accept the motion discussed in Closed Session; seconded by Mr. Wessels. The motion passed unanimously on a voice vote.*

**4. MINUTES**

*Ms. Luxton moved to approve the minutes of the April 14, 2014 Board meeting; seconded by Mr. Whelan. The motion passed unanimously on a voice vote.*

*Mr. Wessels moved to approve the minutes of the April 24, 2014 Board meeting; seconded by Dr. Kirts. The motion passed unanimously on a voice vote.*

**5. INTRODUCTIONS**

Introductions were made.

**6. COMMUNITY INPUT**

There was no community input at this time.

## **7. CORRESPONDENCE AND ANNOUNCEMENTS**

Dr. Marilyn Stromborg retirement open house information was presented.

## **8. DIRECTOR'S REPORT**

Ms. Dargatz reported that the Director's Report was received by email and asked if anyone had any questions. No questions were asked.

## **9. FINANCE REPORTS**

*Ms. Luxton moved to approve the May 2014 agency claims in the amount of \$140,003.10; seconded by Dr. Kirts. The motion passed unanimously on a roll call vote.*

*Ms. Luxton moved to approve the May 2014 office claims in the amount of \$1,845.44; seconded by Mr. Whelan. The motion passed unanimously on a roll call vote.*

## **10. BOARD MEMBER UPDATES**

Ms. Dargatz reported that the retreat will be on Friday 7/25/14. The Board agreed to proceed with the plan set by the Executive Committee which included training on Board member roles.

## **11. COMMITTEE REPORTS**

### Executive Committee:

Ms. Dargatz reported that several items on tonight's agenda were discussed at the Executive Committee meeting. Joel Cowen will attend the August Board meeting to discuss progress on the Community Assessment.

### Finance Committee:

Ms. Luxton reported that the majority of the Finance Committee meetings have been to review GY15 grant applications and discuss allocation possibilities. Ms. Luxton thanked board members for attending. The Finance Committee also reviewed the fee-for-service rates.

### Outcomes Committee:

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

## **12. OLD BUSINESS**

### A. GY15 grant applications

Ms. Luxton reviewed the GY15 grant application spreadsheet which included the Finance Committee recommendations for each agency that applied.

*Ms. Luxton moved to accept the recommendation for GY15 grant allocations presented by the Finance Committee; seconded by Ms. Schoenfeld. The motion passed unanimously on a roll call vote.*

### B. Drug Court request

A request from the Drug Court to reallocate the GY14 RFP funds received was discussed.

*Ms. Brauer moved to approve the request from Drug Court to reallocate GY14 RFP funds; seconded by Mr. Schluter. The motion passed unanimously on a roll call vote.*

### **13. NEW BUSINESS**

#### **A. Email/Open Meetings Act**

The Board discussed the use of email between board members and compliance with the Open Meetings Act. The Board decided that members should not use “reply all” when responding to an email.

#### **B. Nominating Committee**

The Board discussed whether or not a nominating committee was needed for the upcoming officer elections. The Board came to the consensus to nominate officers during the next Board meeting and that a Nominating Committee would not be needed.

### **14. CLOSED SESSION**

*Ms. Luxton moved to go into Closed Session at 7:46 pm; seconded by Mr. Schluter. The motion passed unanimously on a voice vote.*

*Mr. Whelan moved to return to Open Session at 8:23 p.m.; seconded by Mr. Wessels. The motion passed unanimously on a voice vote.*

*Dr. Kirts moved go back into Closed Session at 8:35 p.m. seconded by Mr. Schluter. The motion passed unanimously on a voice vote.*

*Mr. Whelan moved to return to Open Session at 8:37 p.m.; seconded by Mr. Wessels. The motion passed unanimously on a voice vote.*

### **15. ADJOURNMENT - Next Board meeting date: 6/16/14**

The meeting was adjourned at 8:38 p.m.

Respectfully submitted,

---

Jane Dargatz, President

---

Kathy Ostdick, Recording Secretary