

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

MINUTES OF MEETING

November 17, 2014

Approved

Board Members Present: Thomas Kirts, Eileen Dubin, Dick Schluter, Merlin Wessels,
Jeff Whelan, Donna Schoenfeld

Board Members - Absent: Cheryl Brauer

Other Persons Present:

Office Staff Present: Kathy Ostdick

1. CALL TO ORDER

The meeting was called to order by the President, Dr. Kirts, at 6:01 p.m.

2. AGENDA

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

3. MINUTES

Mr. Wessels moved to approve the minutes of the October 20, 2014 Board meeting; seconded by Mr. Whelan. The motion passed unanimously on a voice vote.

Mr. Wessels moved to approve the minutes of the November 10, 2014 Board meeting; seconded by Mr. Whelan. The motion passed unanimously on a voice vote.

4. INTRODUCTIONS

Introductions were made.

5. COMMUNITY INPUT – Voluntary Action Center 3-Year Presentation

Tom Zucker, Executive Director, gave the Voluntary Action Center 3-Year presentation.

6. CORRESPONDENCE AND ANNOUNCEMENTS

Two letters were presented.

7. OFFICE REPORT

The office report was reviewed.

8. FINANCE REPORTS

Dr. Schoenfeld moved to approve the November 2014 agency claims in the amount of \$134,750.72; seconded by Mr. Whelan. The motion passed unanimously on a roll call vote.

Dr. Schoenfeld moved to approve the November 2014 office claims in the amount of \$1,005.89; seconded by Ms. Dubin. The motion passed unanimously on a roll call vote.

9. BOARD MEMBER UPDATES

There were no updates at this time.

10. COMMITTEE REPORTS

Executive Committee:

Dr. Kirts reported that the Executive Committee met and discussed items that are on the agenda this evening, including a request by Braden Counseling to discuss sex offender treatment options as requested by Judge Stuckert.

Finance Committee:

Dr. Kirts reported that the Finance Committee met and discussed items that are on the agenda this evening, including the Ben Gordon Center locum billing and the BGC fee schedule.

Outcomes Committee:

Dr. Kirts reported that the Outcomes Committee did not meet this month.

11. OLD BUSINESS

A. Agency requests – Ben Gordon Center

The Board discussed the locum billing request and the plan that was submitted to avoid using locums in the future.

Mr. Schluter moved to grant \$25,000 for psychiatry support to the Ben Gordon Center; seconded by Ms. Dubin. The Motion passed unanimously on a roll call vote.

The Ben Gordon Center sliding scale fee was also discussed.

B. Board member terms

Dr. Schoenfeld submitted her resignation as of the end of the day 12/15/14.

Mr. Wessels moved to accept the resignation of Dr. Schoenfeld as of the end of the day 12/15/14; seconded by Mr. Schluter. The motion passed unanimously on a voice vote.

C. E.D.vacancy

Dr. Kirts discussed the negotiation progress with the Executive Director candidate of choice as stated at the Special Board meeting on November 10, 2014.

Mr. Wessels moved to accept the terms for employing Deanna Cada as stated in the contract; seconded by Mr. Schluter. The motion passed unanimously on a roll call vote.

D. County Budget - update

The County budget has not yet been finalized. A 4-tier insurance system has been suggested and has not been finalized.

12. NEW BUSINESS

A. ACMHAI Dues

The Board discussed dues owed to ACMHAI for membership from January 2014 through June 2014.

Dr. Schoenfeld moved to pay ACMHAI \$5,586 for 2014 dues from January through June; seconded by Mr. Schluter. The motion passed unanimously on a roll call vote.

B. CMHB Vacation policy

The Mental Health Board Holiday/vacation/sick policy was reviewed for clarity. Suggestions were made to align the CMHB holiday schedule with the County holiday schedule.

Mr. Whelan moved to revise the CMHB Holiday/vacation/sick policy as presented; seconded by Mr. Schluter. The motion passed unanimously on a voice vote.

C. Administrative Assistant vacation days

Ms. Ostidick requested to roll over additional vacation days above what is stated in the Holiday/vacation/sick policy. The Board discussed the request.

Mr. Wessels moved to allow Ms. Ostidick to roll over additional vacation days for 2014 as needed; seconded by Mr. Schluter. The motion passed unanimously on a voice vote.

13. CLOSED SESSION

There was no need for a closed session.

15. ADJOURNMENT - Next Board meeting date: 12/15/14 location to be determined

The meeting was adjourned at 8:05 p.m.

Respectfully submitted,

Thomas E. Kirts, MD, Interim President

Kathy Ostidick, Recording Secretary