

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

MINUTES OF MEETING

October 20, 2014

Approved

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

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 Secretary, Dr. Schoenfeld, at 6:01 p.m.

Ms. Brauer moved to elect Dr. Kirts as President Pro-tem; seconded by Ms. Dubin. The motion passed unanimously on a voice vote.

2. AGENDA

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

3. COMMUNITY INPUT – OPPORTUNITY HOUSE 3-YEAR PRESENTATION

Robert Shipman, Opportunity House Executive Director, gave the Opportunity House 3-Year presentation.

4. MINUTES

Mr. Whelan moved to approve the minutes of the September 22, 2014 Board meeting; seconded by Dr. Schoenfeld. The motion passed unanimously on a voice vote.

5. INTRODUCTIONS

Introductions were made.

6. CORRESPONDENCE AND ANNOUNCEMENTS

Ms. Luxton submitted a letter of resignation effective 10/20/14.

7. OFFICE REPORT

The office report was reviewed.

8. FINANCE REPORTS

Dr. Schoenfeld moved to approve the October 2014 agency claims in the amount of \$125,184.22; seconded by Ms. Dubin. The motion passed unanimously on a roll call vote.

Dr. Schoenfeld moved to approve the October 2014 office claims in the amount of \$3,390.22; seconded by Mr. Wessels. The motion passed unanimously on a roll call vote.

9. BOARD MEMBER UPDATES

Mr. Whelan reported that the County Public Defender's office is in need of funding.

10. COMMITTEE REPORTS

Executive Committee:

Dr. Schoenfeld reported that the Executive Committee met and discussed items that are on the agenda this evening, including the roof repair on the Ben Gordon Center building.

Finance Committee:

Dr. Schoenfeld reported that the Finance Committee met and discussed items that are on the agenda this evening, including Ben Gordon Center locum billing and the Family Service Agency accreditation.

Outcomes Committee:

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

11. OLD BUSINESS

A. Agency requests – Family Service Agency and Ben Gordon Center

Family Service Agency: The Board discussed the budget submitted by the Family Service Agency for accreditation.

Ms. Brauer moved to approve funding for accreditation for the Family Service Agency up to \$15,000 to be billed when utilized; seconded by Mr. Schluter. The motion passed unanimously on a roll call vote.

B. By-Laws - Final

The By-Laws that were approved at the last Board meeting were reviewed.

C. Board Member Terms

The Board discussed the two Board seat openings made available with the resignations of Ms. Dargatz and Ms. Luxton. Dr. Schoenfeld reported that she will be resigning on 12/31/14.

Mr. Wessels moved to accept Ms. Luxton's resignation; seconded by Mr. Whelan. The motion passed unanimously on a voice vote.

President and Vice President positions were discussed.

Mr. Wessels moved to nominate Dr. Kirts as Interim President and Ms. Dubin as Interim Vice President.

Discussion took place.

Mr. Wessels moved to amend his motion to propose that Dr. Kirts be nominated as Interim President of the Board and a Finance Committee member and that Ms. Dubin be nominated as Interim Vice President; seconded by Ms. Brauer. The motion passed unanimously on a voice vote.

Ms. Dubin requested to be reappointed to the Board.

Ms. Brauer moved to request to the DeKalb County Board that Ms. Dubin be reappointed to the DeKalb County Community Mental Health Board for a term beginning 1/1/15 and ending 12/31/18; seconded by Mr. Schluter. The motion passed unanimously on a voice vote.

D. ED Vacancy

This will be discussed in closed session.

E. County Budget - Update

Mr. Whelan gave a County budget update.

12. NEW BUSINESS

A. 2015 Board Meeting dates

Board and committee meeting dates for 2015 were discussed.

Mr. Wessels moved to accept meeting dates for 2015 as presented; seconded by Mr. Whelan. The motion passed unanimously on a voice vote.

B. Agency Survey GY14

The Agency Surveys for GY14 were discussed. Not all the surveys have been submitted.

C. Administrative Assistant Compensation

This will be discussed in closed session.

14. CLOSED SESSION

Ms. Brauer moved to go into Closed session at 8:01p.m.; seconded by Mr. Whelan. The motion passed unanimously on a voice vote.

Mr. Whelan moved to go into Open session at 8:45 p.m.; seconded by Ms. Dubin. The motion passed unanimously on a voice vote.

Mr. Whelan moved to give Kathy Ostidick a 2% COLA beginning with the anniversary date of December 12th and also to give a merit lump sum of \$1,500 payable the beginning of December 2014; seconded by Mr. Wessels. The motion passed unanimously on a roll call vote.

Dr. Kirts submitted a letter, additionally signed by Mr. Schluter and Ms. Dubin, requesting a special Board meeting on November 10, 2014 at 6:00 pm to interview Executive Director candidates by the full Board. Dr. Kirts reported that the Search Committee will be interviewing a candidate on October 22, 2014. The Search Committee will be checking references next week.

15. ADJOURNMENT - Next Board meeting date: 11/17/14

The meeting was adjourned at 8:53 p.m.

Respectfully submitted,

Thomas E. Kirts, MD, Interim President

Kathy Ostdick, Recording Secretary