

**DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD**  
**MINUTES OF MEETING**  
**September 23, 2019**

Approved

Board Members Present: Jerry Helland, Jane Smith, Meghan Cook, Laurie Emmer,  
Robert Cook, Sue Plote, Marilyn Stromborg, Jennie Geltz

Board Members - Absent:

Other Persons Present: Dan Templin

Office Staff Present: Deanna Cada, Kathy Ostdick

**1. Call to Order**

The meeting was called to order by the President, Jerald Helland, at 6:00 PM.

**2. Agenda**

*Dr. Stromborg moved to approve the agenda; seconded by Ms. Smith. The motion passed unanimously on a voice vote.*

**3. Minutes**

*Ms. Smith moved to approve the minutes of the 8/19/19 Board meeting; seconded by Ms. Plote. The motion passed unanimously on a voice vote.*

**4. Presentation**

DeKalb County Youth Service Bureau gave their 3-year presentation. Ms. Diana Hulst gave the Board an overview of the programs and funding for their organization. Also in attendance from the DeKalb County Youth Service Bureau were J.J. Wett, Ellingsworth Webb, and Evan King.

**5. Announcements**

Mr. Helland announced the passing of Board member Richard Schluter. Ms. Cada will pass on funeral arrangements as she becomes aware of them. Mr. Helland said the Board will be discussing a tribute to Mr. Schluter.

**6. Director's Report**

Ms. Cada reported that we received the 5<sup>th</sup> distribution of the tax levy in the amount of \$1,022,858.29.

Ms. Cada shared that Mr. Cook attended the Opportunity House reception. Dr. Stromborg, Mr. Helland, Ms. Emmer, and Ms. Ostdick attended the County sponsored OMA/FOIA training. Ms. Smith and Ms. Ostdick attended the Poverty Simulation.

Ms. Cada informed the Board that she and Ms. Ostdick started the Foundant On-Line Grant making training.

Ms. Cada attended the quarterly ACMHAI meeting which was focused on communities becoming trauma informed.

Ms. Cada is going to sign up the Mental Health Board as a partner with the DeKalb Basics Initiative, an initiative that says children need certain things like love, someone to read to them, etc.

## **7. Community Input**

There was no community input.

## **8. Finance Reports**

*Ms. Cook moved to approve the September 2019 agency claims in the amount of \$192,022.20; seconded by Ms. Plote. The motion passed unanimously on a roll call vote.*

*Ms. Smith moved to approve the September 2019 office claims in the amount of \$1,147.29; seconded by Mr. Cook. The motion passed unanimously on a roll call vote.*

## **9. Executive Committee**

### **A. CIT conference report**

Ms. Cada presented her report on the CIT conference. The Board briefly discussed the report.

## **10. Finance Committee**

### **A. Claims policy**

The Board discussed the Claims policy.

*Dr. Stromborg made a motion to approve the amended Claims Policy to authorize the Executive Committee or the Finance Committee to approve claims; seconded by Ms. Cook. The motion passed unanimously on a voice vote.*

### **B. Grant reallocation Policy**

The Board discussed the Grant Reallocation Policy.

*Dr. Stromborg made a motion to approve the Grant Reallocation Policy; seconded by Ms. Emmer. The motion passed unanimously on a voice vote.*

### **C. Epilepsy Foundation Emergency Funding Request**

The Board discussed the Epilepsy Foundation funding request.

*Dr. Stromborg moved to approve the \$8,000 request from the Epilepsy Foundation to keep the DeKalb Epilepsy Foundation Office open; seconded by Ms. Plote. The motion passed unanimously on a roll call vote.*

## **11. Outcomes Committee**

The Outcomes Committee is working on setting a date for their next meeting.

## **12. Old Business**

### **A. 3 Year and 1 Year Annual Plan Update**

Ms. Cada discussed the 0-7 year old initiative. Ms. Cada spoke to a consultant regarding focus groups for this initiative. The consultant will be setting up the focus groups and also will be bringing with her a gentleman who does process mapping. This process map will lay out all the needs that come out of the focus groups and all the services that exist now for those needs. This process map will be digitized. The consultant is putting together a proposal. Ms. Cada has set up a conference call with her this coming Monday.

Ms. Cada also discussed the Law Enforcement initiative. She has been running into a few road blocks between the City of DeKalb police department and NW Medicine. Ms. Cada will continue to meet with the parties involved.

**B. Agency Site Visits**

Ms. Cada had asked the Board for dates that members could visit agencies. Only a few Board members were interested. Ms. Cada asked the Board how she should move forward. The Board discussed the topic.

**C. DCCMHB Logos**

Ms. Cada shared the runner-up logos with the Board. After viewing and discussing each logo, the Board picked a winner.

**13. New Business**

There was no new business at this time.

**14. Adjournment**

The meeting adjourned at 8:20 pm.

Respectfully submitted,

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Jane Smith, Secretary

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Kathy Osttick, Recording Secretary