

**DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD**  
**EXECUTIVE COMMITTEE**  
**MINUTES OF MEETING**

**November 4, 2019**

**Approved**

**Committee Members Present:** Jerry Helland, Jane Smith

**Staff Present:** Deanna Cada, Kathy Ostdick

**Other Persons Present:** Joel Ledbetter

**1. Call to Order**

Mr. Helland called the meeting to order at 5:02 p.m.

**2. Agenda**

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

**3. Approval of Minutes**

*Ms. Smith moved to approve the minutes of the 10/7/19 meeting; seconded by Mr. Helland. The motion passed unanimously on a voice vote.*

**4. Office Report**

Ms. Cada informed the Committee that Mr. Helland and Ms. Cada attended the City of DeKalb, State of the City Address. Ms. Cada also attended the Family Service Agency Open House.

The Mental Health Board, DeKalb County Non-profit Partnership, and Kish College hosted a Safe Talk training on Suicide Prevention

The Mental Health Board will be hosting a Youth Mental Health 1<sup>st</sup> Aid on Saturday November 16<sup>th</sup> and we will be partnering with Project Seth to make that happen.

Ms. Cada informed the Committee that there will be an Agency Director's meeting on Thursday November 14<sup>th</sup>. Ms. Cada will be concentrating on GY21 Grant Year information and changes. She will also be talking about the census and contract review meetings.

This evening Ms. Cada and Lisa Gonzalez, Administrator of the Health Department, will be presenting at the County Health and Human Services Committee. They were asked to give a talk about cannabis and their respective departments. Ms. Gonzalez will speak about what the Public Health Department's role will be and Ms. Cada will be talking about how cannabis will impact our agencies.

**5. November 2019 Claims Approval**

Claims will be approved by the full Board on 11/18/19.

## **6. Richard Schluter Memorial Ideas**

The Committee discussed memorial ideas. Ms. Cada will develop the ideas favored and present them to the full Board.

## **7. Committee Meeting Date and Time**

Ms. Cook serves on the Finance Committee and has a meeting conflict on Monday evenings. The Executive Committee discussed moving both the Executive and Finance Committees to Tuesday. This will start in December 2019.

## **8. Agency Site Visit Procedure**

Ms. Cada presented a procedure for the Agency Site Visits. The Committee discussed the procedure.

*Mr. Helland made a motion to move the Agency Site Visit procedure to the full Board for approval; seconded by Ms. Smith. The motion passed unanimously on a voice vote.*

## **9. Open Board Position Process**

The Committee discussed how to proceed with filling the open board seat. Ms. Cada will put the ad in the newspaper, on facebook, and on the Chamber website.

## **10. One Year and Three Year Plan Goals**

Ms. Cada discussed the 0-7 year old Priority. Ms. Cada and Ms. Plote have spoken to Stacey French-Reynolds about the focus groups. Ms. French-Reynolds is coordinating the focus groups which will be held on 11/21/19. There will be 3 focus groups. Ms. Cada made the Executive Committee aware that the Finance Committee will need to vote to provide dollars for analysis of the focus groups, probably around \$2,500.

The other goal that Ms. Cada talked about is the Mental Health Law Enforcement. Mr. Ledbetter, the CMHB intern, put together a grant application for police departments to apply for Law Enforcement funds. The Sycamore Police Department wants to apply for a grant for the Liaison. The DeKalb City Chief of Police wants to apply for services to law enforcement plus services to spouses or loved ones.

## **11. Date of Next Executive Committee Meeting: 12/3/19**

## **12. Adjournment**

The meeting was adjourned at 5:32 p.m.

Respectfully submitted,

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Jerald Helland, Board President

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Kathy Ostdick, Recording Secretary