

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD
EXECUTIVE COMMITTEE
MINUTES OF MEETING

October 7, 2019

DRAFT

Committee Members Present: Jerry Helland, Jane Smith

Staff Present: Deanna Cada, Kathy Ostdick

Other Persons Present:

1. Call to Order

Mr. Helland called the meeting to order at 5:00 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 9/9/19 meeting; seconded by Mr. Helland. The motion passed unanimously on a voice vote.

4. Office Report

Ms. Cada informed the Committee that she has spoken to Veronica Garcia-Martinez of the Epilepsy Foundation. Ms. Cada and Ms. Garcia-Martinez discussed the funding situation for the DeKalb Office of the Epilepsy Foundation. Ms. Cada will call the Rockford Office to discuss their financial situation.

Ms. Cada met with Dan Templin of the Community Foundation and Tom Mateo of the Robert's Family Foundation, also funders, to discuss the DeKalb County Youth Service Bureau and where to go now with funding.

Ms. Cada just learned that Mr. Gene Heinsohn is the new Executive Director of Gracie Center. Ms. Cada met with Dan Kenney, Community Gardens, who is discussed taking Gracie Center under their umbrella.

Ms. Cada discussed how the County is moving on legalizing cannabis.

Ms. Cada is involved in organizing several different organizations for census taking. She told the committee that it is very important that we take a correct count in order to receive as much federal and state funding as we are entitled to.

Ms. Cada informed the Committee that the next ACMHAI quarterly meeting is on December 5 & 5 and the theme is legislation.

Ms. Cada brought up the topic of agency site visits and whether or not the Board was going to move forward with the issue. Ms. Smith and Mr. Helland discussed their views on the benefits of this endeavor. Ms. Smith suggested that the topic be moved to the full Board for discussion and voting.

5. Grant Application Updates/Process Updates/Move to Online

Ms. Cada informed the Committee that she and Ms. Ostdick are in the learning process from Foundant for the On-line grant making program. Board members will be receiving their training in November.

6. Agency Partner Meeting 11/14/19

There will be an Agency Director's meeting on 11/14/19 from 9 to 11 am. The main topic will be to discuss the new grant process which will be on-line. Also Ms. Cada will discuss the census with the Agency Directors. All Board members are invited to attend.

7. 2020 Meeting Dates

The Committee reviewed the Board and Committee meeting dates for 2020.

8. Executive Director & Administrative Assistant Performance reviews

Ms. Cada reminded the Committee that it is almost employee review time. The Board will review Ms. Cada and Ms. Cada will review Ms. Ostdick.

9. October 2019 Claims Approval

The Executive Committee discussed the September claims.

Ms. Smith moved to approve the October 2019 agency claims in the amount of \$198,575.19; seconded by Mr. Helland. The motion passed unanimously on a roll call vote.

Ms. Smith moved to approve the October 2019 office claims in the amount of \$4,895.11; seconded by Mr. Helland. The motion passed unanimously on a roll call vote.

10. One Year and Three Year Plan Goals

Ms. Cada discussed the 0-7 year old Priority. Ms. Cada talked to Stacey Reynolds who will be conducting the focus groups. She will have the contract ready soon. There will be 3 focus groups, one in Sandwich, one in Sycamore, and one in DeKalb. Of those, one will be in the morning, one in the afternoon and one in the evening.

Regarding the Law Enforcement Mental Health Priority, Ms. Cada will be meeting in the future with the new City of DeKalb Police Chief to discuss his views on Mental Health and how our Board could assist.

Dr. Bryant was scheduled to attend a Board meeting to discuss Robert's Rules but had to cancel due to personal issues. He will contact Ms. Cada next year to reschedule.

11. Date of Next Executive Committee Meeting: 10/7/19

12. Adjournment

The meeting was adjourned at 5:50 p.m.

Respectfully submitted,

Jerald Helland, Board President

Kathy Ostdick, Recording Secretary