

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

FINANCE COMMITTEE

MINUTES OF MEETING

November 4, 2019

Approved

Committee Members Present: Jerry Helland, Meghan Cook

Other Persons Present: Joel Ledbetter

Office staff: Deanna Cada, Kathy Ostdick

1. Call to Order

Mr. Helland called the meeting to order at 5:40 p.m.

2. Agenda Approval

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

3. Minutes

Ms. Cook 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 shared that she attended a presentation in McHenry County on the cost of mental illness in Illinois.

Ms. Cada informed the Committee that on November 20th the County will be approving the 2020 budget. She will be attending that County Board meeting.

Northwestern Medicine, through Kim Volk, is asking for money for an APN. Ms. Cada asked Ms. Volk to break down the total dollars that they asked for. Ms. Cada will put the request on the full Board meeting agenda.

5. November 2019 Claims Approval

The November claims will be approved at the 11/18/19 Board Meeting.

6. Foundant Upgrade

Ms. Cada told the Committee that she and Ms. Ostdick have been working on the Foundant online grant making and have become aware of two upgrades that would be helpful to our office and the clients that apply for funding. These upgrades would be \$750 each per year. We have been offered both of them for a flat fee of \$915.66 for the first two years.

Mr. Helland moved to approve the \$915.66 for Foundant Upgrades; seconded by Ms. Cook. The motion passed unanimously on a roll call vote.

7. Committee Meeting Day and Time

The Committee discussed moving the Committee meeting days to Tuesday due to a conflict with Ms. Cook's schedule.

Mr. Helland moved to change the Executive Committee and Finance Committee meetings to Tuesday evenings; seconded by Ms. Cook. The motion passed unanimously on a voice vote.

8. Agency Updates – Epilepsy Foundation, DCYSB, and Gracie Center

A. Epilepsy Foundation – The DeKalb Office of Epilepsy Services will be under Opportunity House until the end of GY20 which is 6/30/20.

Mr. Helland moved to approve the changes in the Epilepsy Foundation contract and move the funding to Opportunity House until 6/30/20; seconded by Ms. Cook. The motion passed unanimously on a roll call vote.

B. DeKalb County Youth Service Bureau – they are in the process of hiring an Executive Director. Ms. Cada will keep the Committees and the Board informed.

C. Gracie Center – Joe King told Ms. Cada that Gracie Center is leaning toward merging with Walnut Grove. They are in the process of preparing the paperwork.

9. Closed Session

Mr. Helland moved to go into Closed Session at 6:02 PM, seconded by Ms. Cook. The motion passed unanimously on a voice vote.

In Closed Session, Mr. Helland moved to go back into Open Session at 6:15 PM.

Mr. Helland made a motion to move the performance reviews for Ms. Cada and Ms. Ostdick to the full Board Meeting; seconded by Ms. Cook. The motion passed unanimously on a voice vote.

10. September 2019 Claims Approval

Claims will be voted on at the 11/18/19 Board meeting.

12. One Year & Three Year Plan status

Ms. Cada and Ms. Plote met to discuss the 0-7 year old priority. Ms. Cada discussed the need for additional dollars for analysis of the focus group outcomes.

Mr. Helland made a motion to move the request for \$2,500 for analysis of the focus group outcomes to the full Board for approval; seconded by Ms. Cook. The motion passed unanimously on a voice vote.

Ms. Cada talked about the Mental Health Law Enforcement Grant. Mr. Ledbetter put together a grant application for Law Enforcement officers. Already the Sycamore Police Department wants to apply to work with a Mental Health liaison and the Sycamore Police Department Chief wants to offer counseling to officers and family members.

13. Date of Next Meeting: 12/3/19

14. Adjournment

The meeting was adjourned at 6:10 p.m.

Respectfully submitted,

Jerald Helland, Board President

Kathy Ostdick, Recording Secretary