

**DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD**

**FINANCE COMMITTEE**

**MINUTES OF MEETING**

**September 9, 2019**

**DRAFT**

**Committee Members Present:** Jerry Helland, Marilyn Stromborg, Meghan Cook

**Other Persons Present:** Joel Ledbetter

**Office staff:** Deanna Cada, Kathy Ostdick

**1. Call to Order**

Dr. Stromborg called the meeting to order at 5:40 p.m.

**2. Agenda Approval**

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

**3. Minutes**

*Ms. Cook moved to approve the minutes of the 7/15/19 meeting; seconded by Dr. Stromborg. The motion passed unanimously on a voice vote.*

**4. Office Report**

Ms. Cada shared that Dianne Leifheit sent a note to the office that included an article on Medicaid coverage while incarcerated.

The 4<sup>th</sup> tax distribution was received in the amount of \$66,306.69.

Family Service Agency has moved to their new building.

Mr. Schluter will be absent from the Mental Health Board Finance Committee for several months. The Committee discussed the need for a 3<sup>rd</sup> committee member. Mr. Helland volunteered as temporary committee member until Mr. Schluter's return.

*Dr. Stromborg moved to accept Mr. Helland as temporary Finance Committee member; 2<sup>nd</sup> by Ms. Cook. The motion passed unanimously on a voice vote.*

**5. Agency Reallocation Funding Request Policy**

The Agency Reallocation Funding Request policy will be on the September Board meeting agenda.

## **6. Epilepsy Foundation Emergency funding request**

The grant that the Epilepsy Foundation received from the State of Illinois was not received for this grant cycle. Without the grant, the DeKalb office will need to close. Veronica Garcia-Martinez wrote a letter to the CMHB, asking for \$8,000 to keep the office open until the end of the year. Right now the only funding her office is getting is from the Mental Health Board. The Epilepsy Foundation Board of Directors will be meeting tomorrow to figure out what to do. Ben Slack, Executive Director, has resigned, leaving the Epilepsy Regional Office in Rockford without an Executive Director.

*Dr. Stromborg made a motion to advance the Epilepsy Foundation request for \$8,000 to keep the office open through the end of the year to the full Board; seconded by Ms. Cook.*

The Committee discussed advancing the remaining GY20 grant to the Epilepsy Foundation in a lump sum.

*Dr. Stromborg amended her above motion to advance the Epilepsy Foundation request for \$8,000 plus the remainder of her GY20 CMHB grant to keep the office open through the end of the year to the full Board; seconded by Ms. Cook. The motion passed unanimously on a voice vote.*

## **7. BGC Reallocation Request**

In July Ms. Cada and Ms. Ostdick met with Kim Volk and 2 of her staff, Brianna and Meagann, regarding duplicate billing. BGC had realized that they over billed the CMHB in GY19 for \$42,304. They will be sending us a check for that amount soon. Technically now that there is \$42,304 in their GY19 account, they would like to send us billing for \$23,429 that was not paid due to the GY19 grant being zeroed out. That leaves \$18,875 left in their GY19 dollars. They would like to send us billing for the \$18,875 which is billing that normally could not have been sent to the CMHB.

*Dr. Stromborg moved to deny the Ben Gordon Center request for \$18,875 for non-billable costs; seconded by Ms. Cook. The motion passed unanimously on a roll call vote.*

## **8. DCYSB Consultant Request**

The DeKalb County Youth Service Bureau has taken this request off the table.

Ms. Cada asked the Committee for direction. Diana Hulst has resigned and the DCYSB is looking for an interim Executive Director. DCYSB will be attending the CMHB September meeting to give their 3-Year Presentation. Ms. Cada would like to send them questions that are not normally required at the 3-year review. Ms. Cada would like to ask about sustainability of the organization. The Committee agreed.

## **9. Medicaid Rate Increase 7/1/19**

Ms. Cada informed the Committee that the State of Illinois will be increasing Medicaid rates in 2020. The Mental Health Board will be looking at the rates that we have set for the GY21 grant year.

## **10. September 2019 Claims Approval**

Claims were voted on at the Executive Committee.

## **11. 12 Health Services Drive Property**

A. Closed session – not needed

Ms. Cada informed the Committee that Mike Kokott had sent her an email saying that NM/BGC would like to move forward with discussions on the sale of the BGC building. Our attorney, Charles Rose, is setting up an appointment with an appraiser.

**12. One Year & Three Year Plan status**

Ms. Cada and Ms. Plote met to discuss the 0-7 year old priority. They suggested that focus groups are needed along with a consultant to run these groups. \$25,000 has been allocated for consultants for this priority. Ms. Cada is working with Stacey French-Reynolds. Ms. French-Reynolds works with an artist that does visual mapping of strategic planning. Ms. French-Reynolds said that what is actually needed is logic map, what services are available, who are they available to, and what is the payer source.

Ms. French-Reynolds has agreed to be the consultant and to run three 90 minute focus groups for 12-25 people per group. She will bring in the artist that does the mapping. Her cost for this will be about \$8,500 which is well within the \$25,000 already allotted for this priority.

Another area of funding that Ms. Cada looked at is law enforcement mental health and funding for crisis intervention team training, overtime, etc. Ms. Cada said that she has been having trouble getting police departments to sign on for the training due to constraints other than financial. Ms. Cada will be meeting with some Police Department Chiefs to see what the real issues are.

**13. Date of Next Meeting: 10/7/19**

**14. Adjournment**

The meeting was adjourned at 6:20 p.m.

Respectfully submitted,

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Jerald Helland, Board President

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Kathy Osttick, Recording Secretary