

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD
EXECUTIVE COMMITTEE
MINUTES OF MEETING

November 2, 2010

Approved

Committee Members Present: Cynthia Luxton, John Rogalin, Ken Ritchie

Staff Present: Mark Parrish, Kathy Ostlick

Other Persons Present: Charles G. Rose

1. CALL TO ORDER

Ms. Luxton called the meeting to order at 8:36 a.m.

2. AGENDA

Mr. Rogalin moved to approve the amended agenda; seconded by Ms. Luxton. The motion passed unanimously on a voice vote.

At this time, the committee discussed the county budget and levy issue. Ms. Luxton explained that after gathering information, the first strategy was to have an informal meeting with Gary Hanson, Deputy Administrator of DeKalb County. Ms. Luxton and Mr. Rose met with Mr. Hanson and learned that Mr. Hanson and Mr. Bockman, County Administrator, are the ones that decide what will be the proposal to the full county board and they proposed the 4% increase for the CMHB. Ms. Luxton and Mr. Rose were told that there were not enough votes on the county board to support an increase for the CMHB. Mr. Rose stated that the issue this year is not like the re-direction of funds that the county proposed in 2008. For 2011, Mr. Hanson and Mr. Bockman had originally thought a 4% increase would be warranted but then the County Board came back with a directive to Mr. Hanson that the county did not want the taxpayers to experience a tax increase and for him to present an alternative proposal. Included in Mr. Hanson's proposal was to eliminate the 4% proposed increase for the CMHB plus reduce CMHB funding by 2.4% from the 2010 level. Mr. Rose said that we were encouraged by Mr. Hanson to have our board show up at the County Finance Committee meeting to speak to the needs for mental health care in our community and to show up in mass. Mr. Hanson also told Mr. Rose and Ms. Luxton that the County Board will be making the final decision utilizing recommendations from the County Finance Committee. Mr. Hanson also went on to say that some or all of the recommendations to the County Board could be used.

Mr. Rose said that the CMHB needed to think about two things. First, that the appearance to the community, if there is a property tax increase, would be that it was solely due to the mental health board, and second, to rally the troops to show up at the County Finance Committee meeting.

Dr. Kirts wanted to be clear on the facts and said that it was his understanding that our tax levy and the money from that has to be considered separately but the County Board still has the right to set it. Ms. Luxton said that was correct and that the levy had not yet been set.

Ms. Luxton asked that Mental Health Board members call County Board members to discuss CMHB needs and concerns. Ms. Luxton said that she had called Michael Haines, County Board member and chair of the Finance Committee. Mr. Haines said he had concerns about the amount of money that the Gordon Center received and how administratively that money was being used. After some discussion, Ms. Luxton told Mr. Haines that the CMHB had met challenges and now has an outcomes driven grant model where we are holding agencies accountable for the services we are getting for the money we are spending on behalf of the tax payers. Mr. Haines also said that he did not believe there were enough votes on the County Board to support an increase for the CMHB.

Mr. Rogalin said that our board needs a compelling reason why we should receive an increase. Mr. Rose reminded the group that they have two items to discuss, the 4% increase recommendation and the 2.4% decrease from the 2010 level.

Dr. Kirts said we could go three ways; hard line, middle line, and soft line. Rev. Ritchie felt that it is our job to go the hard line, full requests, and let the County Board make the decisions. It is the County Board's job to make the tough decisions. Mr. Rogalin asked if the committee agreed that we would proceed with a nice hard line.

Mr. Rose also said that the board should consider who will talk at the County Finance Committee meeting. Funded agencies talking about their situations could have a positive effect.

Ms. Luxton asked Ms. Osttick to send an email to see which other CMHB members would be available to attend the meeting. Mr. Parrish said he will call several agency directors directly and also send an email to all agency directors to see who would be available to attend the County Finance Committee meeting.

3. MINUTES

Mr. Rogalin moved to approve the minutes of the October meeting; seconded by Rev. Ritchie. The motion passed unanimously on a voice vote.

4. DIRECTOR'S REPORT

- Ben Gordon Center miscellaneous issue - this was discussed in the Finance Committee meeting. Mr. Parrish had asked BGC to detail the items that are included in the miscellaneous category and one of those detail items was the category of miscellaneous again. Mr. Rogalin and Mr. Parrish will meet to discuss additional questions for BGC on this topic.
- Ben Gordon Center HVAC - this was discussed in the Finance Committee meeting. The report from 2007 talked about equipment life expectancy and current condition. Mr. Parrish will follow up.
- Bob Keller - this was discussed in the Finance Committee meeting. Mr. Parrish will try to set up a workshop in February.
- Opportunity House and MH stigma - a date has been set up with the Chronicle to discuss positive aspects of mental health on December 7th, right after the next Executive Committee meeting.
- Say It Out Loud campaign - this campaign is a program that talks about the positive aspects of mental health. Mr. Parrish thinks this would be good to go along with what they are trying to do, to reduce the stigma, to help put more information out there about positive aspects. Rev. Ritchie asked if this was a public relations campaign. Mr. Parrish answered that it was a 3 or 4 year grant that the state is putting out to promote mental health issues. This is a statewide grant and we can get free brochures, etc.

- Chamber of Commerce is having an open house in our building for the Veteran's Commission on November 9th and asked if the CMHB would like to participate and discuss mental health issues. The cost would be about \$30 for refreshments.

Rev. Ritchie moved to participate in this open house; seconded by Mr. Rogalin. The motion passed unanimously on a voice vote.

- ACMHAI Springfield trip - Mr. Parrish said that ACMHAI is meeting in Springfield on November 16th and he is part of the legislative branch under the tutelage of Gil Zych. He would like to go to get the word out, to get more information, and Mr. Parrish could have a mentor that strongly advocates for mental health issues and is very knowledgeable. Mr. Parrish said that there will be one meeting in Springfield in November and one meeting in December and would like permission to attend both. Ms. Luxton reminded Mr. Parrish that anything he takes on, he has to work that in to meeting his job responsibilities here. Ms. Luxton suggested that Mr. Parrish start submitting his monthly schedule to the board along with his director's report.
- Kish Hospital and NIU partnership - Mr. Parrish has spoken with Kim Volk and Colleen Parks who are instrumental in the partnership with the Cares Clinic. The Cares Clinic does not offer mental health services, but are looking forward to having our tri-folds and refrigerator magnets to help make referrals to clients. Kishwaukee refers heavily to BGC but was glad to see other agencies in that blurb in our brochure of other agencies. Mr. Parrish said that one thing the board wanted him to do was start a partnership and this was the first stage in that process.
- Dave Miller from FSA volunteered office space to Lynette Spencer of Adventure Works. This is another one of the collaborative efforts that we had in our quarterly director's meeting. She had no place to go so he gave her an office until she can get one of her own. Another collaboration that came out of the quarterly meeting was between VAC and Children's Home + Aid.
- For the 90-day eval - this will be talked about later.

5. TRAININGS

- Outcomes Training - scheduled for 11/18/10. Ms. Luxton asked about the time and agenda. Mr. Parrish said that the office just received Sharon Mill's agenda and it will be forwarded to agencies tomorrow.
- Budget training with Bob Keller - this was discussed in the Finance Committee.

6. FUNDING GUIDELINES

The County Finance office has requested confirmation of our funding guidelines for the up-coming county audit. The auditors need to know if there are any changes to the guidelines. Ms. Luxton suggested that this be put on the board meeting agenda.

7. AGENCY REPORTING MODEL - DIRECTOR RECOMMENDATIONS TO THE BOARD FOR APPROVAL

Mr. Parrish said that he believes that the quarterly report should be more outcomes focused and presented a form which he is recommending that the agency directors use at their quarterly meeting. Ms. Luxton asked if this form follows our APR form. Mr. Parrish replied that it does. Rev. Ritchie asked if this has been presented to the Outcomes Committee and Mr. Parrish replied that he was doing so the next day.

8. EPILEPSY FOUNDATION PRESENTATION - RECOMMENDATIONS

Ms. Luxton said that this subject needs to be at the Finance Committee level. Ms. Luxton asked about the Sheriff's Office presenting at the November meeting. Mr. Parrish reported that they are now on the agenda for the April meeting.

9. BOARD PERSONNEL POLICY

Ms. Luxton said that she had been contacted by Gary Hanson regarding clarification of our personnel policy. Ms. Luxton said that what is at issue is that our policy needs to look more like a policy and say that if a specific policy is not covered by a CMHB policy, that we defer to the county policy. Ms. Luxton and Mr. Parrish will follow up.

10. DEKALB CHAMBER OF COMMERCE OPEN HOUSE

This was discussed in the director's report.

11. STRATEGIC PLAN - RECOMMENDATIONS INCLUSIVE OF COMMUNITY ASSESSMENT

Mr. Parrish presented a document combining his strategic plan and community assessment recommendations. Ms. Luxton said that board members were confused and that she believed that what they were wanting is for Mr. Parrish to go back, look at the community assessment documents, look at the 7 suggestions and tell the board what he believed could be worked on. Mr. Parrish could then tell the board where his recommendations could be incorporated into the strategic plan. Mr. Rogalin asked for clarification. Ms. Luxton said that we had just gotten the community assessment when the strategic plan was being developed. We put a few community assessment items into the strategic plan and we always thought that when we had a director on board, that person would do more of a study of the assessment. Ms. Luxton said that the board had agreed previously that they would let the community assessment drive grant funding. Mr. Rogalin stated that Mr. Parrish needs to look at the 7 community assessment items, incorporate them into the strategic plan and then follow-up with what he has done so far with the plan but including more concreteness. That way we would have a summary of where we are and also where we are going. Ms. Luxton asked Mr. Parrish to look at how we can incorporate the assessment items into the strategic plan. Ms. Luxton asked the committee members to review the document and give feedback to Mr. Parrish.

Mr. Rogalin said that he believed that client centered therapies are crucial, but as a board we should be interested in bigger issues. Agencies should be interested in, for example Safe Passage, if people are safer. They treat people that come to their door but how can they prevent people from getting to the door. How many people are they sending to external services and why? If Mr. Rogalin's thoughts were implemented, the Gordon Center would review every case that went to Singer Mental Health Center and say not why did we fail, but what happened here and what can we do to prevent this. We need to be client focused and also focus on those other issues.

12. 2011 MEETING DATES

Ms. Ostdick presented a calendar with suggested 2011 meeting dates along with the monthly date that claims need to be submitted to the county. Several different scenarios were discussed. Ms. Ostdick will prepare calendars to reflect 2 different scenarios for the board meeting.

13. APPROVAL OF BOARD MEETING AGENDA

The Board Meeting agenda was discussed, revised, and approved.

Rev. Ritchie moved to approve the board meeting agenda as amended; seconded by Ms. Luxton. The motion passed unanimously on a voice vote.

14. DATE OF NEXT MEETING: 12/7/10 at 8:30 a.m.

15. ADJOURNMENT

The meeting was adjourned at 10:28 a.m.

Respectfully submitted,

Cynthia Luxton, President

Kathy Ostdick, Recording Secretary