

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD
FINANCE COMMITTEE
MINUTES OF MEETING
August 03, 2010

Approved

Committee Members Present: John Rogalin, Cynthia Luxton, Thomas Kirts, Gary Lothson

Other Persons Present: None

Office staff: Mark Parrish, Kathy Ostidick

1. CALL TO ORDER

Mr. Rogalin called the meeting to order at 7:35 a.m.

2. AGENDA APPROVAL

Dr. Kirts moved to approve the agenda; seconded by Mr. Lothson. The motion passed unanimously on a voice vote.

3. MINUTES

Dr. Kirts moved to approve the minutes; seconded by Mr. Rogalin. The motion passed unanimously on a voice vote.

4. DIRECTOR'S REPORT

Mr. Parrish presented a list of the proposed office expenses for August.

5. COUNTY FY11 BUDGET

Recommendations for the CMHB budget were presented. The committee discussed those recommendations and options. Office equipment replacement was reviewed. Mr. Rogalin and Ms. Luxton suggested that the office look for subscriptions for mental health related newsletters or magazines. Ms. Luxton asked Ms. Ostidick to ask if the county has a line item description.

Dr. Kirts moved to recommend the budget as presented to the full board; seconded by Mr. Lothson. The motion passed unanimously on a voice vote.

The office equipment replacement policy was reviewed and updated to reflect the county change from 4 year turn around to a 5 year turn around.

6. FUNDING REQUESTS - FOLLOW UP

Mr. Rogalin stated that John Farrell, State's Attorney, has reviewed the Gordon Center lease regarding the BGC financial request for parking lot repairs and states that these repairs are the responsibility of the Gordon Center. Mr. Parrish had sent a letter to Michael Flora stating the CMHB denial of this request.

Also, the County's Facilities Management office has agreed to do an inspection of the Gordon Center and will coordinate a date with our office and the Gordon Center in the near future.

Ms. Luxton suggested that a committee to oversee the Gordon Center building be formed. Dr. Kirts said that at the very least, a CMHB board member should do the inspection with the County Facilities Management representative.

7. STRATEGIC PLAN

The strategic plan will be discussed at the retreat. Mr. Rogalin suggested that after the plan goals are reviewed and prioritized, the board look at some of the costs associated with these items and begin to put money away or reallocate dollars.

Ms. Luxton discussed the office claims procedure for board approval. Meeting date changes were discussed to accommodate claims approval by the CMHB before the county sends out checks. The committee will discuss this issue at a later date and Mr. Rogalin suggested meeting dates and the claims process will be reviewed when the 2011 meeting calendar is produced.

8. DATE OF NEXT MEETING: 9/14/10 at 7:30 a.m.

9. ADJOURNMENT

The meeting was adjourned at 8:34 a.m.

Respectfully submitted,

John Rogalin, Chair

Kathy Ostdick, Recording Secretary