

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD
FINANCE COMMITTEE
MINUTES OF MEETING
November 2, 2010

Approved

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

Other Persons Present: None

Office staff: Mark Parrish, Kathy Ostdick

1. CALL TO ORDER

Mr. Rogalin called the meeting to order at 7:33 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

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

4. DIRECTOR'S REPORT

Mr. Parrish reported that he had gotten information on the issue of miscellaneous items listed in the budget from the Ben Gordon Center. Mr. Parrish got clarification on the initial response, but is still not satisfied with the results. Mr. Rogalin said he is still not clear why BGC put all of the \$189,600 in the miscellaneous category. Mr. Rogalin will sit down with Mr. Parrish to discuss this further.

Mr. Parrish reviewed the BGC HVAC report from October 2007. Ms. Luxton has concerns that some of the items in the report are past their life expectancy. Mr. Rogalin suggested that Mr. Parrish contact several local contractors to get an updated report. Ms. Luxton suggested that the committee members read through the report and discuss at the next meeting. Mr. Lothson suggested that Mr. Parrish contact the firm that originally wrote the HVAC report for an update.

Mr. Parrish discussed the budget workshop and presented Bob Keller's draft agenda and cost. When Mr. Parrish spoke to the agency directors, they thought it was a good idea and suggested the workshop date to be early in 2011, before they have to submit their grant applications. Mr. Rogalin said the agenda looked good and hoped the emphasis would be on the last half of the agenda items. Mr. Parrish was instructed to move ahead with the project.

Ms. Ostlick added one more issue under the Director's report from the Family Service Agency. They are asking for additional funding for a therapist for a unique case. Family Service Agency is trying to bill DCFS but is fairly sure that their request will be turned down because of the nature of the therapist service. If DCFS does not pay for this, then FSA is asking if we would fund this therapist.

Mr. Lothson moved to fund a specific therapist from Family Service Agency for this request up to \$2,000; seconded by Dr. Kirts. The motion passed unanimously on a voice vote.

Mr. Rogalin said that the financial portion of this request has been dealt with by this committee, but the bigger picture should be dealt with in the Outcomes Committee. Mr. Rogalin also stated that outcomes are not just individual clinical business, they also have to do with systems and we need to look at the bigger picture. What the agencies are doing with the money we give them should be discussed at the Outcomes Committee level. Mr. Rogalin asked that this topic be moved to the Outcomes Committee.

5. GY12 GRANT APPLICATION

Mr. Parrish said that the committee needs to start discussing any changes that need to be made. Mr. Rogalin asked Mr. Parrish to send all of the members a copy of the GY11 application with a request to review and it will be discussed at the next meeting. Ms. Luxton said it would be appropriate for Mr. Parrish to give recommendations as well. Mr. Rogalin also said that the application has been reviewed over the last couple of years and does not anticipate too many changes except for the ones that have been discussed the last few months.

6. BGC PORTION OF THE PSYCH EVAL/MEDICATION MONITORING GRANT FOR GY10

Mr. Parrish presented a spreadsheet from the Gordon Center, detailing the psychiatric evaluation/medication monitoring charges from April, May, and June of 2010. This was discussed at the last meeting.

Dr. Kirts moved to deny the funding request from the Ben Gordon Center for the psychiatric evaluation/medication monitoring charges from April, May, and June 2010; seconded by Mr. Lothson. The motion passed unanimously on a voice vote.

7. WEBSITE - DISCUSSION AT AGENCY DIRECTOR'S MEETING 10/21/10

Mr. Parrish discussed the topic of a website at the agency directors meeting. All of the directors felt that it was a good idea to have links from a CMHB website to their individual agencies. Mr. Rogalin requested Mr. Parrish to look into modest bids for a website. Dr. Kirts suggested that links to other agencies on our current website would be enough and we need to be careful not to look like we are a referral service.

8. BOB KELLER - FINANCIAL MANAGEMENT TRAINING

This was discussed in the Director's report.

9. STRATEGIC PLAN - RECOMMENDATIONS INCLUSIVE OF COMMUNITY ASSESSMENT

Mr. Parrish presented a document that he prepared with recommendations for actions on combined strategic plan and community assessment topics. Ms. Luxton said that the intention was not to change the strategic plan but to incorporate the community assessment into the strategic plan implementation. Mr. Rogalin asked if the focus should be on recommendations for the strategic plan or the community assessment results. Mr. Rogalin suggested that this be referred to the Executive Committee and asked the committee to review Mr. Parrish's document and have questions or recommendations at the next meeting.

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

12. ADJOURNMENT

The meeting was adjourned at 8:31 a.m.

Respectfully submitted,

John Rogalin, Chair

Kathy Ostdick, Recording Secretary