

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD
FINANCE COMMITTEE
MINUTES OF MEETING
October 5, 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 7:38 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 has reviewed the BGC portion of the psych eval/med monitoring grant and believes there is room for improvement. Ms. Luxton pointed out that Mr. Parrish is going to look into how the agencies would use the psych eval/med monitoring program. Mr. Rogalin stated that even though we are moving to a fee-for-service, he wasn't sure what an unfunded client meant. Also, why wouldn't the unfunded client be seen under all the other programs that we pay BGC for. This topic will be looked at in the future.

Mr. Parrish reported that he has received a report from the County Facilities Management supervisor on his walk-through of the Gordon Center. That will be discussed later in the meeting.

5. BGC WALK-THROUGH REPORT

Mr. Rogalin said he was disappointed in the report in that he wanted more information on the condition of the building itself. Mr. Rogalin has reviewed the lease and believes that most of the items on the first page of the report are the responsibility of the Gordon Center. Mr. Parrish reminded the committee that the BGC paid for parking lot repairs and will be paying for the painting and tuck-pointing also.

Mr. Rogalin said that he believed that the downspouts and A/C hoses were our responsibility and the exhaust fan issue was the Gordon Center responsibility. He asked Mr. Parrish to look into the issue of the downspouts and A/C hoses. The Gordon Center has asked the board for approval of a paint color for the outside of the building. The committee told Mr. Parrish to email Mr. Flora and say that the paint color was fine. Mr. Rogalin asked Mr. Parrish to look into a price for fixing the down spouts, to get a couple bids. Second, look into the condensation hoses being replaced with PVC, this is an upgrade so it is not the Gordon Center's responsibility. Third, if a couple of the exhaust fans are not working, they should be checked and that is the Gordon Center responsibility.

Ms. Luxton brought up the subject of a past review of the Gordon Center HVAC. Ms. Ostdick will bring a copy of that report to the next Finance Committee meeting.

Michael Flora had requested permission to paint the outside of the building. The Committee instructed Mr. Parrish to tell them it was OK to do so.

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

This was discussed in the Director's report.

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

Mr. Parrish will ask the agency directors for input into the topic of website availability at their 10/21/10 meeting.

8. BOB KELLER - FINANCIAL MANAGEMENT TRAINING

Mr. Parrish has been in contact with Bob Keller who has sent information on his background and a draft agenda. Mr. Rogalin suggested that Mr. Parrish present this to the agency directors to see if they would be interested in a training of this type.

9. STRATEGIC PLAN

Mr. Rogalin asked Mr. Parrish to follow-up on why BGC has large miscellaneous line items.

10. CLOSED SESSION

Mr. Lothson moved to go into Closed Session at 8:35 a.m.; seconded by Dr. Kirts. The motion passed unanimously on a voice vote.

Dr. Kirts moved to return to Open Session at 8:37 a.m.; seconded by Mr. Lothson. The motion passed unanimously on a voice vote.

Dr. Kirts moved to approve the Closed Session minutes from 1/12/10; seconded by Mr. Lothson. The motion passed unanimously on a voice vote.

Mr. Lothson moved to approve the posting of the Closed Session minutes from 1/12/10; seconded by Dr. Kirts. The motion passed unanimously on a voice vote.

Dr. Kirts moved to approve destruction of the Closed Session minutes from 1/12/10 at the appropriate time; seconded by Mr. Lothson. The motion passes unanimously on a voice vote.

11. DATE OF NEXT MEETING: 11/2/10 at 7:30 a.m.

12. ADJOURNMENT

The meeting was adjourned at 8:42 a.m.

Respectfully submitted,

John Rogalin, Chair

Kathy Ostdick, Recording Secretary