

**DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD  
EXECUTIVE COMMITTEE  
MINUTES OF MEETING**

**August 2, 2011**

**Approved**

**Committee Members Present:** Cynthia Luxton, Eileen Dubin

**Staff Present:** Kathy Osttick

**Other Persons Present:** None

**1. CALL TO ORDER**

Ms. Luxton called the meeting to order at 8:42 a.m.

**2. AGENDA**

*Ms. Dubin moved to approve the agenda; seconded by Ms. Luxton. The motion passed unanimously on a voice vote.*

**3. MINUTES**

*Ms. Dubin moved to approve the 6/16/11 amended minutes; seconded by Ms. Luxton. The motion passed unanimously on a voice vote.*

*Ms. Dubin moved to approve the 7/25/11 minutes; seconded by Ms. Luxton. The motion passed unanimously on a voice vote.*

**4. OFFICE REPORT**

A written office report was submitted.

**5. CLAIMS REVIEW**

*Ms. Dubin moved to approve the agency claims in the amount of 153,174.64; seconded by Ms. Luxton. The motion passed unanimously on a roll call vote.*

*Ms. Dubin moved to approve the office claims in the amount of 187.22; seconded by Ms. Dubin. The motion passed unanimously on a roll call vote.*

**6. BOB KELLER - UPDATE**

Ms. Luxton received a follow-up email from Bob Keller saying that he would be providing some additional information to the board. This topic was discussed during the Finance Committee meeting where the members came to a consensus to move forward slowly with the recommendations. The Finance Committee said they would like to familiarize themselves more with the spreadsheet before asking for implementation by agencies. Ms. Luxton suggested that at the September committee meetings, since the new director will be on board, the model can be reviewed.

**7. BEHAVIORAL HEALTHCARE TASKFORCE – FOLLOW-UP**

Ms. Dubin had nothing new to report at this time.

**8. GURLER STREET APARTMENT ISSUE**

Ms. Luxton reported that there has been no movement on this issue.

**9. RETREAT REVIEW**

The strategic plan was discussed. Ms. Luxton stated that this was discussed at the retreat and that follow-up from the retreat and GY13 applications should be the first items on the new director's to-do list.

**10. COUNTY BOARD MEEETING - BUDGET**

Ms. Luxton said that the CMHB will be meeting later this month with several County Board members to discuss our position on the budget and levy request. Ms. Luxton will write a letter requesting a levy dollar amount to the County Board.

**11. APPROVAL OF BOARD MEETING AGENDA**

Additions were made to the agenda. The agenda was approved by consensus.

**12. CLOSED SESSION - PERSONNEL**

No closed session needed.

**13. DATE OF NEXT MEETING:** 9/6/11 at 8:30 a.m.

**14. ADJOURNMENT**

The meeting was adjourned at 9:30 a.m.

Respectfully submitted,

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Cynthia Luxton, President

Kathy Ostdick, Recording Secretary

