

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD
EXECUTIVE COMMITTEE
MINUTES OF MEETING

June 16, 2011

Approved

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

Staff Present: Kathy Ostdick

Other Persons Present: Eileen Dubin

1. CALL TO ORDER

Ms. Luxton called the meeting to order at 8:54 a.m.

2. AGENDA

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

3. MINUTES

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

4. OFFICE REPORT

Ms. Ostdick reported that she will be going to an Administrative Assistants seminar on 6/28/11 and also would like to take 7/13 through 7/15 off as vacation days.

Dr. Khaja's office had asked if when he moves out of county, would we still pay for any DeKalb County clients he would see. The committee decided that the CMHB would pay for any current clients, to close them out, but no new clients.

Ms. Ostdick went to the ACMHAI quarterly meeting. One important issue that ACMHAI discussed was concern over funds received. Two participants have dropped out, Cicero who was paying approximately \$2,500 in yearly dues and Hanover Township who was paying approximately \$4,600. Ms. Luxton suggested that possibly she and Ms. Ostdick attend the retreat that is coming up at Starve Rock.

An email from BGC to Ms. Ostdick regarding a donation for the Telethon was discussed. Rev. Ritchie brought up that the Telethon advertised that all proceeds would go to the Gordon Center for care. Rev. Ritchie said he had asked BGC that question regarding another fundraiser and wondered if we needed to pursue the subject. Ms. Luxton said that this may be included in the BGC recommendation letter.

Also discussed was a new Gurler Street issue. Ms. Luxton emailed Michael Flora regarding this issue but had not had a response as yet, so she sent a second email requesting the information.

Rev. Ritchie asked if the board had received any response from the Gordon Center as to the issues brought up at their presentation.

5. CLAIMS REVIEW

Rev. Ritchie moved to approve the agency claims in the amount of 120,809.47; seconded by Mr. Rogalin. The motion passed unanimously on a roll call vote.

Rev. Ritchie moved to approve the office claims in the amount of 501.26; seconded by Mr. Rogalin. The motion passed unanimously on a roll call vote.

6. BOB KELLER - UPDATE

Bob Keller will be presenting at the retreat. He is taking our goals and community assessment results and organizing them in a better process with our funding. He is also giving the CMHB an Excel spreadsheet that the agencies could fill out that would tell us the unit costs for each program.

7. BEHAVIORAL HEALTHCARE TASKFORCE FINAL REPORT – follow-up

Ms. Dubin has been contacting community members to discuss a taskforce on mental health respite care. As pertinent information emerges, Ms. Dubin will report to the board at a future meeting.

8. GURLER STREET APARTMENT ISSUE

Ms. Luxton reported that she had no updates at this time other than the most recent complaint. She has not received a response from the Gordon Center on the recent complaint as of yet. Ms. Luxton said she feels that the next step is to have the Gordon Center attend a board meeting to discuss the issue. Mr. Rogalin suggested that another email to Michael Flora might be in order. Ms. Luxton said that she had sent an email last night. Mr. Rogalin suggested that the Gordon Center board president be copied on the emails.

9. AGENCY DIRECTORS MEETING

Ms. Luxton reported that the agency directors meeting took place last week. The directors decided that they wanted to keep the meeting quarterly, to coincide with the time schedule to submit their quarterly paperwork. The group did agree to work on some focus issues for those agencies that feel the need for that topic. There are two major areas that the directors showed interest in working on, service to children and service to the elderly. Another topic they want to work on is how people get referral and resource information.

10. COUNTY DISASTER PLAN

Ms. Luxton reported that the board office is required to review the office county disaster plan every two years. Denny Miller's office contacted the board office to say that this is the time for a review. Ms. Luxton suggested that the plan remain as is for this period.

11. COUNTY HEALTH & HUMAN SERVICES COMMITTEE MEETING

Ms. Luxton reported that she and Ms. Ostlick attended the County Health and Human Services committee meeting, required once a year, for board update and to present our annual report. Ms. Luxton said she had updated the documents that were distributed to the County Finance committee in November 2010 and also presented a brief history of what the board had been doing for the last four years.

12. RETREAT

Ms. Luxton reported that plans for the retreat were pretty much settled. We are going to have Bob Keller as speaker for the main morning session. Another possibility is Tom Matea who has been working with a community group to get collaboration going with the NGOLD center. Mr. Rogalin had suggested earlier that Gary Hanson and Paul Stoddard attend the retreat for a discussion with the board on funding. We then might want to let the agencies know so they could attend also. Ms. Luxton added that we do need to review our strategic plan at the retreat, which will be on the agenda.

13. APPROVAL OF BOARD MEETING AGENDA

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

14. CLOSED SESSION - PERSONNEL

Mr. Rogalin moved to go into Closed Session at 10:03 a.m.; seconded by Rev. Ritchie. The motion passed unanimously on a voice vote.

Mr. Rogalin moved to go into Open Session at 10:20 a.m.; seconded by Rev. Ritchie. The motion passed unanimously on a voice vote.

15. DATE OF NEXT MEETING: 8/2/11 at 8:30 a.m.

16. ADJOURNMENT

The meeting was adjourned at 10:22 a.m.

Respectfully submitted,

Cynthia Luxton, President

Kathy Ostdick, Recording Secretary