

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD
EXECUTIVE COMMITTEE
MINUTES OF MEETING

September 7, 2011

Approved

Committee Members Present: Cynthia Luxton, Ken Ritchie, Eileen Dubin

Staff Present: Donna Moulton, Kathy Ostdick

Other Persons Present: None

1. CALL TO ORDER

Ms. Luxton called the meeting to order at 9:00 a.m.

2. AGENDA

The agenda was approved by consensus.

3. MINUTES

Rev. Ritchie moved to approve the 8/2/11 minutes; seconded by Ms. Luxton. The motion passed unanimously on a voice vote.

4. OFFICE REPORT

Ms. Ostdick reported that the office has received the laptop. Ms. Moulton discussed issues with her computer monitor and requested to order a new one. The committee agreed.

5. CLAIMS REVIEW

Rev. Ritchie moved to approve the agency claims in the amount of 144,597.10; seconded by Ms. Luxton. The motion passed unanimously on a roll call vote.

Rev. Ritchie moved to approve the office claims in the amount of 6,962.21; seconded by Ms. Dubin. The motion passed unanimously on a roll call vote.

6. BOB KELLER – Report from Finance Committee (recommendations)

Ms. Luxton discussed the next steps addressing the procedures proposed by Bob Keller. Ms. Luxton said that it was recommended in the Finance committee meeting to have Ms. Moulton and Ms. Ostdick move forward with Mr. Keller's recommendations and to ask Jason Nicol from DeKalb County Youth Service Bureau to attend a meeting to share what his agency has done with Bob Keller's model.

7. BEHAVIORAL HEALTHCARE TASKFORCE – Follow-up

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

8. COMPLAINTS – Follow up on outstanding issues

The board and office continue to follow up on complaints received. The committee reviewed new complaints. The Gordon Center failure to respond to one particular issue is of concern to the board. Ms. Luxton will contact Mr. Flora.

9. REVIEW FUNDING GUIDELINES

The county auditors have requested that the board review our funding guidelines. The committee will start analyzing the current guidelines along with several suggestions from Bob Keller.

10. COUNTY BOARD MEEETING – Budget and Tax Levy

This was discussed at the Finance committee meeting.

11. REVIEW OCTOBER THROUGH DECEMBER BOARD MEETING DATES FOR CONTENT

The committee reviewed the topics that need to be addressed at board meetings for the remainder of the year.

12. APPROVAL OF BOARD MEETING AGENDA

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

13. CLOSED SESSION - PERSONNEL

No closed session needed.

14. DATE OF NEXT EXECUTIVE COMMITTEE MEETING: 9/26/11 at 8:30 a.m.

14. ADJOURNMENT

The meeting was adjourned at 9:55 a.m.

Respectfully submitted,

Cynthia Luxton, President

Kathy Ostdick, Recording Secretary