

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD
EXECUTIVE COMMITTEE
MINUTES OF MEETING

September 26, 2011

Approved

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

Staff Present: Donna Moulton, Kathy Ostlick

Other Persons Present: None

1. CALL TO ORDER

Ms. Luxton called the meeting to order at 8:38 a.m.

2. AGENDA

Ms. Dubin 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 amended 9/7/11 minutes; seconded by Ms. Dubin. The motion passed unanimously on a voice vote.

4. OFFICE REPORT

Ms. Ostlick reported that the office has received the 4th tax distribution and the 5th should be received this week. Ms. Moulton said that the office discussed the Bob Keller spreadsheet with Jason Nicol of the Youth Service Bureau.

5. CLAIMS REVIEW

Due to this meeting date being moved ahead, the claims review will be done by the Finance Committee at the 10/4/11 meeting.

Ms. Dubin moved to have the Finance Committee approved the October claims; seconded by Rev. Ritchie. The motion passed unanimously on a voice vote.

6. BEHAVIORAL HEALTHCARE TASKFORCE – Follow-up

Ms. Dubin said that due to state financial difficulties, her inquires were at a standstill.

7. COMPLAINTS – Follow-up on outstanding issues

Ms. Luxton reported that on 9/28/11, she and Ms. Moulton will be meeting with Michael Flora of the Ben Gordon Center to introduce our new Executive Director and to discuss complaints and building issues. Ms. Luxton will report after the meeting.

8. REVIEW FUNDING GUIDELINES

Ms. Luxton said that the funding guidelines had been changed approximately two years ago. Included in the new suggested changes is adding how for-profit corporations might be able to apply for funding. Some of the wording has been suggested by Bob Keller. Rev. Ritchie questioned the waiver process and how that would work.

Rev. Ritchie asked if the office could research the state statute, by-laws, or CMHB goals, etc., to find where “serving the poor” is referenced.

9. COUNTY BOARD MEEETING (9/19/11) – Budget and Tax Levy

Ms. Moulton attended the County Finance committee meeting and said that Gary Hanson made sure she was aware of the budget narrative section regarding the appeal process. The County Finance committee did discuss the Mental Health Board increase request. Ms. Moulton also said that she and Ms. Luxton worked on the appeal form and she had sent a draft version to Gary Hanson last week. The appeal due date is today, 9/26/11, but Mr. Hanson had asked if he could have them sooner if they were ready. Ms. Moulton stated that the next step would be for the CMHB to attend the next County Health and Human Services committee meeting to discuss the appeal.

Rev. Ritchie moved to approve the 2012 County levy appeal; seconded by Ms. Dubin. The motion passed unanimously on a voice vote.

10. ACMHAI MEMBERSHIP

The committee reviewed the dues history for the last several years. Ms. Luxton discussed the dollar amount of the dues and said that the board needs to decide by the end of the year if our 708 board will be staying with ACMHAI. Ms. Ostidick will research if ACMHAI has a tiered fee schedule.

11. NEW BOARD MEMBERSHIP

An open board seat as of 12/31/11 was discussed at the last board meeting. Ms. Luxton suggested that Ms. Ostidick put a press release in the newspapers this week and then maybe again in a month to six weeks depending on response to the first. The committee discussed requirements for a candidate.

12. APPROVAL OF BOARD MEETING AGENDA

Additions were made to the agenda.

Rev. Ritchie moved to approve the board meeting agenda; seconded by Ms. Dubin. The motion passed unanimously on a voice vote.

13. CLOSED SESSION - PERSONNEL

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

Rev. Ritchie moved to go back into Open Session at 11:00 a.m.; seconded by Ms. Dubin. The motion passed unanimously on a voice vote.

14. DATE OF NEXT EXECUTIVE COMMITTEE MEETING: 11/1/11 at 8:30 a.m.

14. ADJOURNMENT

The meeting was adjourned at 11:01 a.m.

Respectfully submitted,

Cynthia Luxton, President

Kathy Ostdick, Recording Secretary