

# DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

## FINANCE COMMITTEE

### MINUTES OF MEETING

June 16, 2011

Approved

**Committee Members Present:** John Rogalin, Cynthia Luxton, Thomas Kirts

**Other Persons Present:** None

**Office staff:** Kathy Ostdick

#### 1. CALL TO ORDER

Mr. Rogalin called the meeting to order at 7:33 a.m.

#### 2. AGENDA APPROVAL

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

#### 3. MINUTES

*Ms. Luxton moved to approve the minutes; seconded by Dr. Kirts. The motion passed unanimously on a voice vote.*

#### 4. OFFICE REPORT

Ms. Ostdick reported that she has completed the reserve balance figures. Also the office received the timeline for the 2012 county budget. It was suggested that both Gary Hanson and Paul Stoddard could be invited to the August board meeting. Mr. Rogalin suggested that they could come to our retreat, after lunch. Ms. Luxton also suggested that they meet with the Finance Committee if those dates do not work out.

#### 5. BRADEN PROPOSAL

Ms. Luxton shared with the committee that she called Jayne Braden one more time regarding our board interest. Bob Keller had made a recommendation to the financial policy and will discuss this more at our retreat. What he shared with us was that it is OK to provide funding for a for-profit but it is all in how you set it up. The county actually does do business with for-profits; building contractors, printers, etc. Bob suggested we look at the county guidelines to see what they require, what these organizations need to submit. Ms. Luxton and Ms. Dubin had talked to Dave Miller of FSA after the agency directors meeting to see if they had contracted with any for-profits. Also, Dr. Foroutan had told Ms. Luxton that she would be interested in doing psych evals, etc., but not out of her office, out of an agency instead. Dr. Kirts added that he had contracted with BGC for years and he was for-profit.

Jayne Braden attended for this part of the meeting. The CMHB had requested that she attend to discuss her funding request. Dr. Braden discussed her agency so the board would know who she is and what they do. She said she built her agency around what the community needed. Approximately 85% of their client hours are required by the court. Some of the evaluations are paid for by the court. The Secretary of State also sends clients to them for evaluations to have their driver licenses reinstated after a DUI.

After Ms. Braden spoke, Ms. Luxton asked her if she had talked to FSA about a collaboration or contract situation. She said she had talked to him, but an issue was that FSA treats the victims and Braden Counseling treats the offenders.

Ms. Luxton said that this is a new avenue for the board and we need to look at what is appropriate for our funding.

Ms. Braden said that cost is the biggest deterrent to substance abuse treatment, even more so than for anger and sex offenders.

Mr. Rogalin asked how we would know the money isn't just being used to supplement the sliding fee scale. Ms. Braden responded that she would use the money however the CMHB told her to use it. Mr. Rogalin added that we would be looking at a fee-for-service situation.

#### **6. BGC - HVAC**

The HVAC project is complete. Ms. Ostdick contacted Jerry Strachen a few days after the scheduled installation to see if everything was working properly. He said yes, so we will pay the final bill.

#### **7. BOB KELLER - UPDATE**

Ms. Luxton shared that Bob Keller had met with Ms. Ostdick and herself. He presented some recommendations and described them. He will be giving a similar presentation at the retreat. Briefly, he has taken our 3 goals and the 7 community assessment and created taxonomy. He created a format for the agencies that will show what they are doing. It will also show where we align between what they do and what we think they should do. This holds the agencies accountable for their programs and actions. He will be providing a spreadsheet that will hone down everything to a unit cost. The agency will have to be willing to fill out this spreadsheet.

#### **8. REVIEW OF GRANT APPLICATION LETTERS AND CONTRACTS**

Ms. Luxton suggested some changes to the letters that went to the grant receivers and those that did not get funding. Ms. Luxton also made suggestions to the contracts for fee-for-service and for the grants.

#### **9. BEN GORDON CENTER PRESENTATION - RECOMENDATIONS**

This issue will be tabled to the next Finance Committee meeting.

#### **10. COUNTY AUDIT AND RECOMMENDATIONS**

Ms. Ostdick contacted the Finance Department of the County to ask if the auditors had been given our new financial policy. They were not sure, so Ms. Ostdick sent them the policy that was approved in November 2010. Ms. Ostdick received an email back the next day saying the auditors did not have the new policy and said that the new policy is what they were looking for, so this issue is complete.

#### **11. AGENCY FUNDING REQUEST**

Mr. Rogalin said there were two topics under this agenda item. Adventure works is asking to move money from the transportation line item to direct service line item.

***Dr. Kirts motioned to move \$1,800 from transportation line item to the direct service line item; seconded by Ms. Luxton. The motion passed unanimously on a roll call vote.***

Hope Haven is asking for money to help fund the new shelter. Hope Haven collected \$800,000 of the \$1,000,000 needed for the new building and is asking CMHB for help with any dollar amount we would be willing to give. Ms. Luxton suggested we add this to the next board meeting agenda.

**9. DATE OF NEXT MEETING:** 8/2/11 at 7:30 a.m.

**10. ADJOURNMENT**

The meeting was adjourned at 8:48 a.m.

Respectfully submitted,

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John Rogalin, Chair

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Kathy Ostdick, Recording Secretary