

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD
FINANCE COMMITTEE
MINUTES OF MEETING
September 7, 2011

Approved

Committee Members Present: Cynthia Luxton, Thomas Kirts, Gary Lothson, Ken Ritchie

Other Persons Present: None

Office staff: Donna Moulton, Kathy Ostdick

1. CALL TO ORDER

Rev. Ritchie called the meeting to order at 7:32 a.m.

2. AGENDA APPROVAL

Dr. Kirts moved to approve the amended agenda; seconded by Mr. Lothson. The motion passed unanimously on a voice vote.

3. MINUTES

Mr. Lothson moved to approve the minutes; seconded by Dr. Kirts. The motion passed unanimously on a voice vote.

4. MEET WITH THE CACDC

The President of the Consumer Advocacy Council of DeKalb County, Jim Repp, and the Treasurer, Robert Putz, requested to meet with the CMHB Finance Committee to discuss consumer funding needs. Ms. Ostdick described the funding request form that a consumer fills out when asking for financial help from the CACDC. Due to the high dollar amounts requested of the CACDC, Ms. Luxton and Ms. Ostdick have recently suggested to the CACDC that limits need to be put on awards and Ms. Ostdick has discussed these limits with the officers of the council.

It was decided at the end of the discussion, that the CACDC should adhere to limited dollar amounts of awards given out and to keep the board informed of their situation.

5. OFFICE REPORT

Ms. Ostdick reported that the board office has received the 4th distribution of funds from the county. Ms. Luxton reported that Ms. Moulton has started her new position on 9/1/11 as Executive Director and Ms. Luxton has met with her for orientation.

6. DCYSB REQUEST TO REDISTRIBUTE FUNDING

Jason Nicol, Executive Director of the DeKalb County Youth Service Bureau, requested to redistribute funding from two programs. With Bob Keller's help, the DCYSB has restructured two programs and would like to fund these differently. The total dollar amount is the same, just a different dollar distribution.

Dr. Kirts moved to redistribute the funding as requested by the DeKalb County Youth Service Bureau; seconded by Rev. Ritchie. The motion passed unanimously on a voice vote.

7. BRADEN PROPOSAL – FOLLOW-UP REPORT

At the last Finance committee, it was decided not to fund the latest request from Braden Counseling. Ms. Luxton called Jayne Braden to discuss the determination and encourage her to reapply next grant cycle if appropriate.

8. BOB KELLER – REVIEW OF FOLLOW-UP REPORT AND IDENTIFY NEXT STEPS

At the last committee meeting, the suggestions that Bob Keller has made to the CMHB were put on hold. The committee today suggested that Ms. Moulton and Ms. Ostdick move forward with Mr. Keller to look into the spreadsheet project and suggestions for improvements in our grant application.

9. BEN GORDON CENTER – APPEAL AND MEETING WITH BGC BOARD MEMBER UPDATE

The Ben Gordon Center appeal to GY12 funding is officially concluded. The time frame as stated in the contract has expired.

10. BEN GORDON CENTER GRANT PRESENTATION – REVIEW AND RECOMMENDATIONS

The committee discussed the review and recommendation process for the Ben Gordon Center presentation. Ms. Luxton asked the committee members to review the materials and email any recommendations or suggestions to Ms. Moulton or Ms. Ostdick. These can then be reviewed and discussed at the next committee meeting

11. COUNTY BUDGET/TAX LEVY – PREPARATION FOR 9/19/11 MEETING

Ms. Luxton requested that the same packet given to the Finance committee be handed out to the full board including the memo from Ms. Luxton, a summary of talking points from Ms. Luxton, the levy history, and the summary report of the agency questionnaire.

12. UPDATED AGENCY FINAL BUDGETS

Ms. Luxton reported that during a discussion with Bob Keller, he stated that our funded agencies should be giving our office their final budgets. Ms. Moulton and Ms. Ostdick were instructed to follow-up with the agencies.

13. DATE OF NEXT MEETING: 10/4/11 at 7:30 a.m.

14. ADJOURNMENT

The meeting was adjourned at 8:39 a.m.

Respectfully submitted,

Rev. Ritchie, Chair

Kathy Ostdick, Recording Secretary