

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD
OUTCOMES COMMITTEE
MINUTES OF MEETING
April 12, 2011

Approved

Committee Members Present: Thomas Kirts, Jane Dargatz

Other Persons Present:

Office staff: Kathy Ostdick

1. CALL TO ORDER

Dr. Kirts called the meeting to order at 7:00 a.m.

2. AGENDA APPROVAL

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

3. MINUTES

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

4. DIRECTOR'S REPORT

No director's report at this time.

5. REVIEW COMMITTEE TASK

The committee reviewed the task process. Ms. Ostdick suggested that the agency quarterly reports be put in the outcomes committee binder after the 3rd quarter report is received. The binder will be given to the committee members within the week after the 3rd quarter reports are received. The committee will have time to individually review the outcomes to date and make recommendations for each agency, if needed, at the next committee meeting. Recommendations can be given to the agencies so they can review and incorporate the changes before the 4th quarter report is due.

The committee may decide to send letters to the agencies stating that we have questions about an outcome, that an outcome needs to be further refined, or that they have done a good job. The committee will develop a template for these letters.

Dr. Kirts suggested that this committee meet quarterly, after the agency quarterly reports are received, to review those reports.

Ms. Dargatz wondered if this committee should be reviewing the outcomes proposed on each agencies APR form for GY12. Ms. Ostdick said that the Finance committee had done that process and had sent letters to several agencies requesting further explanation of outcomes. Ms. Dargatz then suggested that the finance committee and the outcomes committee discuss each committee's task regarding outcomes.

6. DISCUSS OUTCOMES EVALUATION FOR CMHB

Tabled.

7. DATE OF NEXT MEETING: 5/10/11 at 7:00 a.m.

9. ADJOURNMENT

The meeting was adjourned at 7:42 a.m.

Respectfully submitted,

Thomas Kirts, Chair

Kathy Ostdick, Recording Secretary