

**DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD**  
**EXECUTIVE COMMITTEE**  
**MINUTES OF MEETING**

**July 24, 2012**

**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 9:05 a.m.

**2. AGENDA**

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

**3. MINUTES**

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

**4. OFFICE REPORT**

Ms. Moulton reported that she has received a request from the DeKalb County Health and Human Services Committee to gather stories from clients of the agencies that are funded through the Mental Health Board. The HHS Committee would like to connect faces to funding. Ms. Moulton has sent a request to the funded agencies for this information.

**5. CLAIMS REVIEW**

Claims were approved at the board meeting on July 20, 2012.

**6. STRATEGIC PLANNING RETREAT OUTCOMES AND FUTURE GOALS**

Ms. Luxton suggested that objectives be added to the new list of goals. Rev. Ritchie suggested that Ms. Moulton develop the new goals further and report at the August committee meetings and board meeting. Ms. Moulton said that she will be revising the strategic plan draft and bringing it back to the committee and board.

**7. FY2012 LEVY REQUEST**

Ms. Luxton requested that a questionnaire be sent to the agencies regarding their financial struggles. This questionnaire was sent to the agencies last year. The levy request was discussed and voted on at the Finance Committee meeting to ask for a 5% increase. It was suggested to ask to be added to the September Health and Human Services Committee meeting. Ms. Moulton will follow-up. This will be discussed at the August 6<sup>th</sup> board meeting.

## **8. REGIONAL PLANNING MEETING REPORT**

Ms. Moulton attended a meeting of the Regional Planning Committee, assembled to alleviate issues with the projected closing of Singer. The majority of the providers in attendance agreed upon a regional triage center, located in the Rockford area that would include 16 available beds for the multiple counties. The plan would include supportive services in the communities. Further plans are being reviewed. The Ben Gordon Center is discussing a local 6-bed plan utilizing the old Resource Bank building in Malta. Ms. Moulton said that applications for proposals need to be submitted to the Department of Mental Health in the next several weeks.

## **9. APPROVAL OF BOARD MEETING AGENDA**

The board meeting agenda was discussed.

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

## **10. OCTOBER MEETING DATE**

By consensus, the October meeting date will be moved to 10/9/12.

## **11. REVIEW AND VOTE ON CLOSED SESSION MINUTES**

Several past closed session minutes were reviewed.

*Rev. Ritchie moved that for the closed session minutes from 2/7/12, 3/6/12, 5/10/12, and 6/14/12 all are approved, all will be kept closed, and the tapes will not be destroyed but will be reviewed again in the future; seconded by Ms. Dubin. The motion passed unanimously on a voice vote.*

## **12. CLOSED SESSION**

*Rev. Ritchie moved to go into Closed Session at 9:58 a.m.; seconded by Ms. Dubin. The motion passed unanimously on a voice vote.*

*Rev. Ritchie moved to return to Open Session at 10:55 a.m.; seconded by Ms. Dubin. The motion passed unanimously on a voice vote.*

**13. DATE OF NEXT EXECUTIVE COMMITTEE MEETING:** 9/5/12 at 8:30 a.m.

## **14. ADJOURNMENT**

The meeting was adjourned at 10:56 a.m.

Respectfully submitted,

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Cynthia Luxton, President

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Kathy Ostdick, Recording Secretary