

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

**May 10, 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 8:35 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 minutes; seconded by Ms. Dubin. The motion passed unanimously on a voice vote.*

**4. OFFICE REPORT**

Ms. Moulton reported that she met with Joel Cowen to discuss strategic planning and a follow-up needs assessment.

Ms. Moulton said that she is continuing to participate in Coordinated Care/Integrated Care webinars and the YESS (Youth Engaged Successfully in School) program.

Ms. Moulton attended the ACMHAI Legislative Conference in Springfield and reported that several of the presentations touched on Behavioral Health Integration/Managed Care components.

Ms. Moulton reminded the committee that the Agency Directors meeting is 5/17/12. The County Health & Human Services committee meeting is 6/4/12 and Ms. Moulton will be attending.

**5. CLAIMS REVIEW**

*Ms. Dubin moved to approve the agency claims in the amount of \$146,326.48; seconded by Rev. Ritchie. The motion passed on a roll call vote.*

*Ms. Dubin moved to approve the office claims in the amount of \$1,231.58; seconded by Rev. Ritchie. The motion passed on a roll call vote.*

## **6. STRATEGIC PLANNING RETREAT – Date and facilitator**

Ms. Moulton presented two facilitators, one of which has facilitated at two CMHB retreats in the past. Joel Cowen said he would be happy to attend the retreat. Regarding a follow-up assessment, Mr. Cowen said that he is working on an assessment for the Health Department and some of that information may be used in a follow-up assessment for the CMHB. Ms. Luxton suggested that the office contact all board members for availability on 7/20/12 for the retreat.

## **7. ANNUAL REPORT**

The Annual report is completed and will be presented to the HHS committee in June. The report is then distributed to the full County Board later that month.

## **8. SLATE OF OFFICERS**

Ms. Luxton suggested that a Nomination committee be assembled which will then gather and submit a slate of officers at the June board meeting.

## **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. CLOSED SESSION**

*Rev. Ritchie moved to go into Closed Session at 9:07 a.m.; seconded by Ms. Dubin. The motion passed unanimously on a voice vote.*

*Rev. Ritchie moved to return to Open Session at 9:23 a.m.; seconded by Ms. Dubin. The motion passed unanimously on a voice vote.*

**7. DATE OF NEXT EXECUTIVE COMMITTEE MEETING:** Tentatively 6/14/12 at 8:30 a.m.

## **15. ADJOURNMENT**

The meeting was adjourned at 9:25 a.m.

Respectfully submitted,

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Cynthia Luxton, President

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Kathy Ostdick, Recording Secretary