

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

**September 6, 2012**

**Approved**

**Committee Members Present:** Cynthia Luxton, Ken Ritchie

**Staff Present:** Donna Moulton, Kathy Ostidick

**Other Persons Present:** None

**1. CALL TO ORDER**

Ms. Luxton called the meeting to order at 9:06 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 confirmed that Mr. Flora will be attending the October board meeting to discuss the Ben Gordon Center request for remodeling of the Community Room.

Ms. Moulton reported that the office received a letter of interest for a future open board member position. Ms. Moulton and Ms. Ostidick attended an Open House at Reality House to introduce the new Rehabilitation Services Program Manager, Maria Cisneros plus several new case managers.

Success stories and agency questionnaires are still being gathered for the next Health & Human Services Committee booklet and report.

The GY13 schedule for agency presentations is set. The CMHB office met with the Veteran's Assistance Commission to discuss services that they offer to vets, as the office has encountered vets seeking assistance who would be appropriate for help at the VAC office.

Ms. Moulton reported that she is participating in the Community Schools/YESS program in Sycamore and it is moving along. Other meetings attended were the Continuum of Care quarterly meeting, a meeting with two providers, and a webinar related to supported housing.

## **5. CLAIMS REVIEW**

*Rev. Ritchie moved to approve the agency claims in the amount of \$134,644.80; seconded by Ms. Luxton. The motion passed on a roll call vote.*

*Rev. Ritchie moved to approve the office claims in the amount of \$433.26; seconded by Ms. Luxton. The motion passed on a roll call vote.*

## **6. STRATEGIC PLAN**

Ms. Moulton forwarded her draft of the strategic plan to the full board. Ms. Luxton said the plan needs work and that Mike Mastroianni can give some direction when he attends the next board meeting. The Committee reviewed each section of the draft plan.

## **7. FY2012 LEVY REQUEST**

The levy request was discussed at the Finance Committee meeting.

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

The board meeting agenda was discussed.

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

## **12. CLOSED SESSION**

*Rev. Ritchie moved to go into Closed Session at 9:52 a.m.; seconded by Ms. Luxton. The motion passed unanimously on a voice vote.*

*Rev. Ritchie moved to return to Open Session at 10:24 a.m.; seconded by Ms. Luxton. The motion passed unanimously on a voice vote.*

**13. DATE OF NEXT EXECUTIVE COMMITTEE MEETING:** 10/9/12 at 8:30 a.m.

## **14. ADJOURNMENT**

The meeting was adjourned at 10:25 a.m.

Respectfully submitted,

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Cynthia Luxton, President

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Kathy Ostdick, Recording Secretary