

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD
EXECUTIVE COMMITTEE
MINUTES OF MEETING

April 8, 2013

Approved

Committee Members Present: Cynthia Luxton, Jane Dargatz, Eileen Dubin

Staff Present: Kathy Ostdick

Other Persons Present: Dick Schluter

1. CALL TO ORDER

Ms. Luxton called the meeting to order at 7:25 p.m.

2. AGENDA

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

3. MINUTES

Ms. Dubin moved to approve the minutes of the 3/4/13 meeting; seconded by Ms. Dargatz. The motion passed unanimously on a voice vote.

4. OFFICE REPORT

Ms. Luxton reported that Ms. Brauer contacted her regarding information she became aware of regarding Psychiatry and waiting times in the community.

The time frame for the new Director was discussed.

A reminder was sent to the Agency Directors regarding the 5/15/13 Agency Director's quarterly meeting and welcome breakfast.

The Ben Gordon Center Community Room remodel update is attached.

The office received an evening voice mail that was questionable and called the Sheriff's Office to inform them of the nature of the call. The person who made the call had called another agency and the hospital with similar calls and was arrested by the Sheriff's Office.

5. CLAIMS REVIEW

Ms. Dubin moved to approve the agency claims in the amount of \$153,844.77; seconded by Ms. Dargatz. The motion passed unanimously on a roll call vote.

Ms. Dubin moved to approve the office claims in the amount of \$11,655; seconded by Ms. Dargatz. The motion passed unanimously on a roll call vote.

6. ANNUAL REPORT

Ms. Luxton reported that the office has been working on the 2012 Annual Report. Ms. Ostdick has completed the charts, most of the financial information, and is waiting to receive the 2012 audit from the County for the financial piece. Ms. Luxton is working on the summary.

7. RESERVE AND BUDGET

The 2013 Budget was reviewed. The Committee will discuss options at the full Board meeting. The unrestricted reserve chart was reviewed and will also be discussed at the full Board meeting.

8. DIRECTOR TRANSITION

This was discussed during the Office Report.

9. APPROVAL OF BOARD MEETING AGENDA

The Board meeting agenda was discussed

Ms. Dargatz moved to approve the Board Meeting agenda; seconded by Ms. Dubin. The motion passed unanimously on a voice vote.

10. DATE OF NEXT EXECUTIVE COMMITTEE MEETING: 5/6/13

11. ADJOURNMENT

The meeting was adjourned at 8:20 p.m.

Respectfully submitted,

Cynthia Luxton, President

Kathy Ostdick, Recording Secretary