

**DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD**  
**MINUTES OF MEETING**  
**February 24, 2020**

Approved

Board Members Present: Jerry Helland, Jane Smith, Meghan Cook, Robert Cook,  
Jennie Geltz,

Board Members - Absent: Marilyn Stromborg, Laurie Emmer, Sue Plote

Other Persons Present:

Office Staff Present: Deanna Cada

**1. Call to Order**

The meeting was called to order by the President, Jerald Helland, at 6:00 PM.

**2. Agenda**

*Ms. Smith moved to approve the agenda; seconded by Ms. Cook. The motion passed unanimously on a voice vote.*

**3. Minutes**

*Mr. Cook moved to approve the minutes of the 1/27/20 Board meeting; seconded by Ms. Geltz. The motion passed unanimously on a voice vote.*

**4. Presentation**

Chief Joyce Klein of the DeKalb County Sheriff's Office gave their 3-Year Presentation.

**5. Announcements**

Mr. Helland thanked Ms. Smith for filling in for him at the last Board meeting in his absence.

Ms. Cada brought in E.C. Pollick Byrnes from Foundant on the phone for Board member training on grant applications and evaluations.

Ms. Cada told the Board that she will be sending them their log-in information and then they could start setting up their passwords. She will assign agencies for evaluation in a couple weeks.

**6. Director's Report**

Ms. Cada introduced our new intern, Cathy Ngoma.

Ms. Cada announced that the next quarterly ACMHI meeting is coming up on March 26 and 27<sup>th</sup> in Springfield. The Department of Mental Health and the Department of Rehabilitative Services will be speaking. The State of Illinois will also be speaking on where the State stands with services and funding and where they are moving to in the area of Mental Health. Let Ms. Cada know if you would like to attend.

Ms. Cada shared that last year there was an Illinois Senate bill that would have taken 20% of the Mental Health Board levy dollars and give it to the Sheriff's department throughout the state. That bill was taken off the table and put back for this year. The bill has again been taken off the committee agenda but will probably be back on again next year.

Ms. Cada told the Board that there are 5 Community members that applied for the open Board seat. Ms. Cada will set up interviews and let the Board know times and dates.

Ms. Cook and Ms. Smith attended the Youth Outlook Mission Tour and said it was very welcoming. Ms. Smith said she was very pleased to see the impact of Youth Outlook on the community and how many clients were enthusiastic and continued on with the organization.

Ms. Cada shared that she received a call from a relative of Mr. Schluter that had contacted her before regarding donating funds to a memorial for Mr. Schluter. This phone call was to inform Ms. Cada that this relative would not be the contact person for the memorial at this time.

## **7. Community Input**

There was no community input.

## **8. Finance Reports**

*Ms. Cook moved to approve the February 2020 agency claims in the amount of \$194,512.82; seconded by Ms. Smith. The motion passed unanimously on a roll call vote.*

*Ms. Cook moved to approve the February 2020 office claims in the amount of \$6,682.22; seconded by Ms. Smith. The motion passed unanimously on a roll call vote.*

## **9. Executive Committee**

### **A. Open Board position Update**

This was discussed in the Director's Report.

### **B. Executive Director Performance Evaluation Policy & Procedure**

The Board discussed the Executive Director Performance Evaluation Policy & Procedure.

*Ms. Smith moved to approve the Executive Director Evaluation Policy & Procedure; seconded by Mr. Cook. The motion passed unanimously on a voice vote.*

## **10. Finance Committee**

### **A. Financial Policy Update**

The Board discussed the Financial Policy.

*Ms. Smith moved to approve the updated Financial Policy; seconded by Ms. Cook. The motion passed unanimously on a voice vote.*

### **B. Sycamore Police Department Funding Request**

The Board discussed the Sycamore Police Department funding request.

*Ms. Cook moved to approve the Sycamore Police Department funding request for 6 officers to attend a peer support training; seconded by Ms. Geltz. The motion passed unanimously on a roll call vote.*

C. SAO/Law Enforcement Professional Development Opportunity

The Board discussed the State's Attorney's Office/Law Enforcement Professional Development opportunity on strangulation. Ms. Cada passed out a flier.

*Ms. Smith moved to approve the State's Attorney's Office/Law Enforcement Professional Development opportunity up to \$15,000; seconded by Ms. Geltz. The motion passed unanimously on a roll call vote.*

D. GY21 Timeline and Process for Informational Purposes

The Board discussed the GY21 Timeline.

E. MH/LE Grant Program

The Board discussed the Mental Health/Law Enforcement Grant Program. The Board chose to use some of the money set aside for the Sycamore Police Department. Ms. Cada shared a grant application with them and asked if the Board could talk about this at the next Board meeting.

**11. Impact/Outcomes Committee**

A. Next meeting March 5, 2020 at 5:30 pm

**12. Old Business**

A. Richard J. Schluter Memorial activities  
This was discussed in the Director's Report.

**13. New Business**

There was no new Business.

**14. Adjournment**

The next meeting will be 3/16/20 starting at 6:00 pm

The meeting adjourned at 7:05 pm.

Respectfully submitted,

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Jerald Helland, Board President

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Deanna Cada, Recording Secretary