

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

**March 10, 2020**

**Approved**

**Committee Members Present:** Jerald Helland, Jane Smith, Marilyn Stromborg

**Staff Present:** Deanna Cada, Kathy Ostlick

**Other Persons Present:**

**1. Call to Order**

Mr. Helland called the meeting to order at 5:01 p.m.

**2. Agenda**

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

**3. Approval of Minutes**

*Dr. Stromborg moved to approve the minutes of the 02/11/20 meeting; seconded by Ms. Smith. The motion passed unanimously on a voice vote.*

**4. Office Report**

Ms. Cada reported that she spent the day at a training on strangulation abuse. She said it was very interesting and she learned a lot.

Ms. Cada shared that the County is having a department head meeting on Friday to discuss the coronavirus. Ms. Cada will report more after the meeting.

**5. Open Board Position process**

Ms. Cada reported that the office has received 5 letters of interest and has interviews set up for March 23<sup>rd</sup>, 24<sup>th</sup>, and 25<sup>th</sup> between 5:00 pm and 6:30 pm. Ms. Cada asked the Committee members to please let her know when they can attend the interviews.

**6. On the Table Event Planning**

Ms. Cada discussed having a sub-committee to plan the On the Table event.

**7. Set Board Retreat Date**

The Committee discussed dates for the Board Retreat and decided on 7/31/20.

**8. One Year and Three Year Plan Goals**

Ms. Cada reported that Professor Courtney Hughes from NIU is still reviewing the information. She should have results of maps done soon.

**9. Date of Next Executive Committee Meeting:** 4/7/20 starting at 5:00 pm

**10. Adjournment**

The meeting was adjourned at 5:20 p.m.

Respectfully submitted,

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Jerald Helland, Board President

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Kathy Ostdick, Recording Secretary