

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD
MINUTES OF MEETING
October 19, 2020

Approved

Board Members Present: Jane Smith, Marilyn Stromborg, Jerry Helland,
Perry Maier, Laurie Emmer, Sue Plote, Meghan Cook, Robert Cook
Board Members Virtual: Jennie Geltz
Board Members - Absent:
Other Persons Present:
Office Staff Present: Deanna Cada, Kathy Ostidick

1. Call to Order

The meeting was called to order by the President, Jane Smith, at 6:30 PM.

2. Pledge of Allegiance

Ms. Smith led the Board in the Pledge of Allegiance.

3. Agenda

Dr. Stromborg moved to approve the agenda; seconded by Mr. Maier. The motion passed unanimously on a voice vote.

4. Minutes

Dr. Stromborg moved to approve the minutes of the 9/21/20 Board meeting; seconded by Mr. Maier. The motion passed unanimously on a voice vote.

5. Approval of Closed Session Minutes

Closed session minutes were discussed.

Mr. Helland moved that for the closed session Board meeting minutes for 11/18/19, 1/27/20, 8/17/20 all will be approved, all will be posted, and all tapes will be destroyed at the appropriate time; seconded by Dr. Stromborg. The motion passed unanimously on a voice vote.

6. Announcements

There were no announcements.

7. Director's Report

Ms. Cada reported that she met with Ellen Rogers, Executive Director of the Voluntary Action Center, to discuss changes to her organization that will take effect 1/1/21. With the State giving the transportation contract to Devnet, Inc., Ms. Cada shared with the Board that she will be discussing with Ms. Rogers what can be done with our funding. Devnet can't get CMHB funding because they are not a non-profit organization.

Carol Parsons from Opportunity House called Ms. Cada to discuss how our funding can be used due to restrictions from Covid-19.

The CMHB has been working with the Trauma Informed Committee for two years. Rick Amato, DeKalb County State's Attorney, asked for the Trauma Informed Committee to become part of the Juvenile Justice Council.

Ms. Cada shared that the School District/Police Department software is the Handle with Care project.

Ms. Cada informed the Board that she has been working with Ms. Christiansen from the Regional Office of Education on a Covid Response with schools. ROE has received over 600 Covid-19 survey responses back from teachers, staff, nurses, etc. These survey results include concerns about stress and anxiety and stated that self-care is needed.

Ms. Cada talked to the Board about the Richard J. Schluter fund. Ms. Cada reached out to Mr. Schluter's daughter and sent her the finalized Richard J. Schluter Memorial Fund plan. Mr. Schluter's other three daughters called to talk to Ms. Cada about their appreciation for what the Board meant to Mr. Schluter and how thoughtful the fund was.

8. Community Input

There was no community input.

9. Finance Reports

Mr. Helland moved to approve October 2020 agency claims in the amount of \$201,644.15; seconded by Ms. Plote. The motion passed unanimously on a roll call vote.

Mr. Cook moved to approve the October 2020 office claims in the amount of \$4,406.33; seconded by Mr. Maier. The motion passed unanimously on a roll call vote.

10. Executive Committee

A. 12 Health Services Drive Lease Extension Request

The Board discussed the Lease Extension Request and decided to postpone a final decision for one month.

Dr. Stromborg moved to postpone the 12 Health Services Drive building lease request for one month; seconded by Ms. Plote. The motion passed unanimously on a voice vote.

B. 2021 Board Committee and Meeting Dates – for Informational Purposes

Ms. Cada shared the 2021 Board meeting and Committee meeting dates with the Board members.

C. Executive Director/Administrative Assistant Performance Reviews

Ms. Cada informed the Board that it was time for the Executive Director and Administrative Assistant evaluations. The Board does Ms. Cada's evaluation and Ms. Cada does Ms. Ostdick's evaluation. The Board discussed the policy and process for Ms. Cada's evaluation. Ms. Smith asked Board members to submit written evaluations to Ms. Ostdick by 11/5/20. Ms. Ostdick will compile them and send the document to Ms. Smith.

D. December/Holiday Meeting – 12/15/20

The Board discussed the December Board meeting and Holiday celebration in regards to Covid-19. Ms. Cada will put together several ideas for a holiday dinner.

11. Finance Committee

A. Closed session to discuss Real Estate/12 Health Services Drive

Mr. Maier moved to go into Closed Session at 7:13 pm; seconded by Ms. Geltz. The motion passed unanimously on a voice vote.

The Board left closed session at 7:23 pm.

12. Impact (Outcomes) Committee

The Impact Committee did not meet in October.

13. Suicide Programming Ad Hoc Committee

The new Suicide Programming Ad Hoc Committee will meet Wednesday 9/23/20.

14. DEI Ad Hoc Committee

The DEI Committee met for the first time on 10/7/20. The next meeting is 10/28/20 with the DeKalb County Community Foundation and several of its members.

15. Old Business

A. MH/LE Funding Application, Process & Guidelines – needs approval

The Board discussed the final document for the Mental Health/Law Enforcement Funding Application, Process and Guidelines.

Ms. Plote moved to approve the Mental Health and Law Enforcement Application, Process, and Guidelines; seconded by Mr. Maier. The motion passed unanimously on a voice vote.

B. One Year and Three-Year Plan Updates

I. 0-7-year-old priority

Ms. Cada gave a brief update on the 0-7-year-old priority

II. Mental Health/Law Enforcement priority

Ms. Cada briefly informed the Board of the progress.

C. 2020 Annual Plan Goals – needs approval

The Board discussed the 2020 Annual Plan goals which continue over into 2021.

Dr. Stromborg moved to approve the One Year Plan for 2020; seconded by Mr. Helland. The motion passed unanimously on a voice vote.

16. New Business

A. GY2022 Grant Application Process

The Board discussed the upcoming Grant Year 2022 Application. Ms. Cada explained to the Board that there were several things on the GY21 on-line grant application that she felt needed to be changed or tweaked. Board members expressed several concerns that they had. Ms. Cada will make adjustments and bring the revisions back to the Board for another discussion.

17. Adjournment

Next meeting November 16, 2020 at 6:30 pm

The meeting adjourned at 7:58 pm.

Respectfully submitted,

Jane Smith, Board President

J/Board – Minutes/ Board Minutes 10-19-20 Page 3 of 3

Kathy Ostidick, Recording Secretary