

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

**November 2, 2021**

**Approved**

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

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

**Other Persons Present:**

**1. Call to Order**

Ms. Smith called the meeting to order at 6:00 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 10/5/21 meeting; seconded by Ms. Smith. The motion passed unanimously on a voice vote.*

**4. Office Report**

There was no office report.

**5. Public Comment**

There was no public comment.

**6. Old Business**

**A. Open Board Seat process -**

Ms. Cada reported that one of the two candidates for a seat on the CMHB has dropped out. There is still one other person willing to serve and Ms. Cada will have that person come in for an interview with the Board.

**B. Executive Director Employee Performance Review Form –**

The Committee discussed the ED performance review form.

**C. One Year/Three Year Plan update –**

The One Year plan was discussed at previous Committee meetings. Ms. Cada suggested that the Three-Year plan be discussed after the first of the new year and then the Committee could come up with an assessment plan.

**7. New Business**

There was no New Business.

**8. Date of Next Executive Committee Meeting:** 12/7/21 starting at 6:00 pm – in person

**9. Adjournment**

The meeting was adjourned at 6:18 p.m.

Respectfully submitted,

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Jane Smith, Board President

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Kathy Ostdick, Recording Secretary