

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

FINANCE COMMITTEE

MINUTES OF MEETING

January 4, 2022

The President of the DeKalb County Community Mental Health Board has determined that an in-person meeting is not practical or prudent because of a disaster.

This meeting was held fully remote through Zoom platform

APPROVED

Committee Members Present: Marilyn Stromborg, Jane Smith, Meghan Cook

Office staff: Deanna Cada

Other Persons Present:

1. Call to Order

Dr. Stromborg called the meeting to order at 6:30 p.m.

2. Approval of Agenda

Ms. Smith moved to approve the agenda; seconded by Ms. Cook. The motion passed unanimously on a roll call vote. Ms. Smith – yes, Ms. Cook, Dr. Stromborg – yes.

3. Approval of Minutes

Ms. Smith moved to approve the minutes of the 12/7/21 meeting; seconded by Ms. Cook. The motion passed unanimously on a roll call vote. Ms. Smith – yes, Ms. Cook – yes, Dr. Stromborg – yes.

4. Office Report

Ms. Cada gave an update on the status of the FY2021 Richard J. Schluter Financial Literacy award.

Ms. Cada reported on the status of the emergency funding to the DeKalb County Youth Service Bureau. There has not been contact and Ms. Cada has reached out to the YSB Board President.

5. Public Comment

There was no public comment.

6. Old Business

There was no old business.

7. New Business

A. January 2021 claims approval – The January 2021 claims are not yet complete.

Dr. Stromborg moved to allow Board President Jane Smith to approve Agency and Office Claims for January 2022 with full Board consideration at the following meeting; seconded by Ms. Cook. The motion passed unanimously on a roll call vote. Dr. Stromborg – yes, Ms. Cook – yes, Ms. Smith – yes.

- B. Community Investment Funding Letter of Interest & Grant Application Review
Grant Review: DeKalb Area Belonging Council.

Ms. Smith moved to forward the grant application for the DeKalb Area Belonging Council to the full board for consideration; seconded by Dr. Stromborg. The motion passed unanimously on a roll call vote. Ms. Smith – yes, Ms. Cook – yes, Dr. Stromborg – yes.

The Finance Committee reviewed the Letter of Inquiry from the Farmworker & Landscape Advocacy Project. The organization will be invited to complete a full grant application for consideration.

- C. Laptop purchase – Administrative Assistant

Ms. Smith moved to approve the purchase of a laptop computer for the DCCMHB Administrative Assistant in the amount of \$1,475.00; seconded by Dr. Stromborg. The motion passed unanimously on a roll call vote. Ms. Smith – yes, Ms. Cook – yes, Dr. Stromborg – yes.

- D. Copy Machine purchase/rental FY2022

Discussion ensued on whether to purchase or lease the Copy Machine unit. Finance Committee recommended leasing the unit including finishing option.

- E. FSA – Guardianship Process Map proposal – Ms. Cada approved \$950 to Family Service Agency to create Guardianship and Involuntary Commitment maps for use by the community.

- F. Covid 19 Protocol FY 2022 Meetings – Due to surge in Covid-19 cases, the DCCMHB and Committees will be meeting remotely for the foreseeable future.

- G. GY 2023 Grant Application & Process – GY 2023 timeline shared with the committee.

8. One Year and Three-Year Plan Goals

No action

9. Date of next meeting: 02/1/22 at 6:30 p.m.

10. Adjournment

Ms. Smith moved for adjournment at 6:48 pm seconded by Ms. Cook. The motion passed unanimously on a roll call vote. Ms. Smith – yes, Ms. Cook – yes, Dr. Stromborg – yes.

Respectfully submitted,

Dr. Marilyn Stromborg, Committee Chair

Deanna Cada, Recording Secretary