

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD
MINUTES OF MEETING
January 24, 2022

APPROVED

Board Members Present Virtually: Jane Smith, Marilyn Stromborg Perry Maier, Robert Cook, Meghan Cook, Sue Plote, Laurie Emmer

Board Members - Absent: Jennie Geltz, Kristen Quinn

Other Persons Present:

Office Staff Present: Deanna Cada, Kathy Ostdick

1. Call to Order

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

Ms. Cada took attendance. Present were Jane Smith, Marilyn Stromborg, Sue Plote, Jennie Geltz, Laurie Emmer, Robert Cook, Meghan Cook Perry Maier. There is quorum for the meeting.

2. Pledge of Allegiance

President Smith led the Pledge of Allegiance.

3. Agenda

Dr. Stromborg moved to approve the agenda; seconded by Ms. Plote. The motion passed unanimously on a roll call vote; Ms. Cook – Yes, Mr. Cook-Yes, Ms. Emmer-Yes, Mr. Maier-Yes, Ms. Plote-Yes, Dr. Stromborg-Yes, Ms. Smith-Yes.

4. Minutes

Ms. Plote moved to approve the minutes of the 11/15/21 Board meeting; seconded by Ms. Emmer. The motion passed unanimously on a roll call vote; Mr. Cook-Yes, Ms. Emmer-Yes, Ms. Cook-Yes, Mr. Maier-Yes, Ms. Plote-Yes, Dr. Stromborg-Yes, Ms. Smith-Yes.

5. Announcements

Welcome to new Board Member Kristen Quinn. She was officially appointed by the DeKalb County Board.

6. Director's Report

Kathy Ostdick has announced her retirement date effective end of day January 28, 2022.

7. Community Input

Jennifer McGowan, Streamwood Behavioral Health was unable to attend the meeting due to a family emergency.

8. Finance Reports

A. Monthly budget report: November & December 2021

Dr. Stromborg reviewed the monthly budget reports for November & December 2021.

B. Claims

December 2021 and January 2022 Claims were discussed.

Ms. Smith moved to approve the January 2022 agency claims in the amount of \$231,930.75; seconded by Ms. Plote. The motion passed unanimously on a roll call vote. Ms. Plote - Yes, Ms. Cook - Yes, Mr. Cook - Yes, Ms. Emmer - Yes, Mr. Meier - Yes, Dr. Stromborg - Yes, Ms. Smith - Yes.

Ms. Plote moved to approve the January 2022 office claims in the amount of \$1,924.56; seconded by Ms. Cook. The motion passed unanimously on a roll call vote. Ms. Plote – Yes, Ms. Cook – Yes, Mr. Cook – Yes, Ms. Emmer – Yes, Mr. Meier – Yes, Dr. Stromborg – Yes, Ms. Smith – Yes.

Ms. Plote moved to approve the December 2021 agency claims in the amount of \$216,872.84; seconded by Ms. Emmer. The motion passed unanimously on a roll call vote. Ms. Plote - Yes, Ms. Emmer - Yes, Ms. Cook - Yes, Mr. Cook - Yes, Mr. Meier - Yes, Dr. Stromborg - Yes, Ms. Smith - Yes.

Mr. Cook moved to approve the December 2021 office claims in the amount of \$3,013.38; seconded by Mr. Meier. The motion passed unanimously on a roll call vote. Mr. Cook – Yes, Mr. Meier – Yes, Ms. Cook – Yes, Ms. Emmer – Yes, Ms. Plote – Yes, Dr. Stromborg – Yes, Ms. Smith – Yes.

9. Executive Committee

A. Board Responsibilities Review & Updates

Ms. Plote moved to approve the Statement of Board Responsibilities as revised; seconded by Dr. Stromborg. The motion passed unanimously on a roll call vote. Ms. Plote – Yes, Dr. Stromborg – Yes, Ms. Cook – Yes, Mr. Cook – Yes, Ms. Emmer – Yes, Ms. Smith – Yes, Mr. Meier – Yes.

B. Administrative Assistance Job Search process – Ms. Cada gave an update on the status of the search process, currently scheduling interviews with candidates.

C. Conflict of Interest Forms – Ms. Cada introduced the Conflict-of-Interest form for Board Members to complete and return quickly.

10. Finance Committee

A. Community Investment Funding Grants –

Finance Committee approved a number of Community Investment Fund grant applications and shared that information. The DeKalb Belonging Council application was discussed. The grant application was denied with the option for another request to be submitted.

B. Richard J. Schluter Award 2022 – Ms. Cada reported that this year’s application has been released and one application has been received to date.

C. Property Update: 12 Health Services Drive – Ms. Cada reported that Northwestern Medicine has requested to defer the consideration of purchase of the property to a later date.

D. DCCMHB Grant Year 2023 Timeline & Process

- i. Refresher training – Foundant – March 7, 2022 at 6:00 p.m. Virtual

11. Impact Committee -

Ms. Cada shared with the Board that Ms. Plote, Mr. Meier and Ms. Smith are interested in participating on the Impact Committee. A meeting will be scheduled in the upcoming months.

12. Ad Hoc Suicide Programming Committee

Ms. Cada gave a review of community event November 16, 2021. Feedback was positive.

Ms. Smith moved to dissolve the Ad Hoc Suicide Programming Committee as the goals have been accomplished; seconded by Ms. Plote. The motion passed unanimously on a roll call vote. Ms. Plote – Yes, Ms. Cook – Yes, Mr. Cook – Yes, Ms. Emmer – Yes, Mr. Meier – Yes, Dr. Stromborg – Yes, Ms. Smith – Yes.

13. CEBIB Committee

Mr. Cook gave an update – Community Survey Focus Group scheduled for January 25, 2022.

14. Old Business

15. New Business

16. Adjournment

The meeting was adjourned at 7:12 PM.

Dr. Stromborg moved to adjourn; seconded by Ms. Plote. The motion passed unanimously on a roll call vote. Ms. Plote – Yes, Dr. Stromborg - Yes, Ms. Cook - Yes, Mr. Cook – Yes, Ms. Emmer – Yes, Mr. Maier Yes, Ms. Smith - Yes.

No meeting in February 2022. Next meeting is March 21, 2022 starting at 6:30 pm.

Respectfully submitted,

Jane Smith, Board President

Deanna Cada, Recording Secretary