

**DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD**  
**MINUTES OF MEETING**  
**April 18, 2022**

APPROVED

Board Members Present: Jane Smith, Perry Maier, Robert Cook, Meghan Cook, Sue Plote, Laurie Emmer, Jennie Geltz, Kristen Quinn

Board Members - Absent: Marilyn Stromborg  
Other Persons Present:  
Office Staff Present: Deanna Cada, Heaven Allen

**1. Call to Order**

The meeting was called to order by the President, Jane Smith, at 6:00 pm.

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

**2. Pledge of Allegiance**

President Smith led the Pledge of Allegiance.

**3. Agenda**

*Ms. Cook 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. Smith-Yes, Ms. Quinn- Yes, Ms. Geltz- Yes, Ms. Plote- Yes, Ms. Emmer -Yes, Mr. Maier-Yes.*

**4. Minutes**

*Mr. Maier moved to approve the minutes of the 01/24/2022 Board meeting; seconded by Ms. Cook. The motion passed unanimously on a roll call vote; Ms. Cook – Yes, Mr. Cook-Yes, Ms. Smith-Yes, Ms. Quinn- Yes, Ms. Geltz- Yes, Ms. Plote- Yes, Ms. Emmer -Yes, Mr. Maier-Yes.*

**5. Announcements**

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

Welcome the new administrative assistant Heaven Allen.

**6. Director's Report**

This Is My Brave is on track, the show will be on Thursday October 13<sup>th</sup> at the Egyptian Theatre.

Ms. Cada is participating in a Department Head “pair up” for the new initiative One County – Currently

Ms. Cada is paired with Laurie Grubbs from the Circuit Clerks office

Ms. Cada discussed meeting with District #428 Superintendent, schools are looking for ways to keep students engages.

Updates with Northwestern Medicine, Partial Hospitalization Program for adults to be rolled out in November

Ms. Cada and Ms. Allen will be attending ACMHAI’s annual meeting virtually on April 26<sup>th</sup>

**7. Community Input**

## **8. Finance Reports**

### **A. Monthly budget report: January, February & March 2022**

Ms. Smith reviewed the monthly budget reports for January, February & March 2022.

### **B. Claims**

February, March & April 2022 Claims were discussed.

*Ms. Smith moved to approve the February 2022 agency claims in the amount of \$247,435.27; seconded by Ms. Plote. The motion passed unanimously on a roll call vote. Ms. Cook – Yes, Mr. Cook-Yes, Ms. Smith-Yes, Ms. Quinn- Yes, Ms. Geltz- Yes, Ms. Plote- Yes, Ms. Emmer -Yes, Mr. Maier-Yes.*

*Ms. Plote moved to approve the February 2022 office claims in the amount of \$10,002.52; seconded by Ms. Cook. The motion passed unanimously on a roll call vote. Ms. Cook – Yes, Mr. Cook-Yes, Ms. Smith-Yes, Ms. Quinn- Yes, Ms. Geltz- Yes, Ms. Plote- Yes, Ms. Emmer -Yes, Mr. Maier-Yes.*

*Ms. Cook moved to approve the March 2022 agency claims in the amount of \$220,708.48; seconded by Ms. Emmer. The motion passed unanimously on a roll call vote. Ms. Cook – Yes, Mr. Cook-Yes, Ms. Smith-Yes, Ms. Quinn- Yes, Ms. Geltz- Yes, Ms. Plote- Yes, Ms. Emmer -Yes, Mr. Maier-Yes.*

*Ms. Plote moved to approve the March 2022 office claims in the amount of \$9,372.05; seconded by Mr. Meier. The motion passed unanimously on a roll call vote. Ms. Cook – Yes, Mr. Cook-Yes, Ms. Smith-Yes, Ms. Quinn- Yes, Ms. Geltz- Yes, Ms. Plote- Yes, Ms. Emmer -Yes, Mr. Maier-Yes.*

*Ms. Cook moved to approve the April 2022 agency claims in the amount of \$204,942.96; seconded by Ms. Plote The motion passed unanimously on a roll call vote. Ms. Cook – Yes, Mr. Cook-Yes, Ms. Smith-Yes, Ms. Quinn- Yes, Ms. Geltz- Yes, Ms. Plote- Yes, Ms. Emmer -Yes, Mr. Maier-Yes.*

*Ms. Cook moved to approve the April 2022 office claims in the amount of \$510.16; seconded by Mr. Meier. The motion passed unanimously on a roll call vote. Ms. Cook – Yes, Mr. Cook-Yes, Ms. Smith-Yes, Ms. Quinn- Yes, Ms. Geltz- Yes, Ms. Plote- Yes, Ms. Emmer -Yes, Mr. Maier-Yes.*

## **9. Executive Committee**

A. Conflict of Interest Form Approvals- Forms had been sent out, need to be returned as soon as possible.

B. CACDC Updates – CACDC has completed their financial policy and bylaws.

C. Board Retreat Date: July 29, 2022– Ms. Emmer discussed having a conflict.

## **10. Finance Committee**

A. Community Investment Funding Grant Application Review –

- i. Farmers & Landscapers Advocacy Project (FLAP) – Ms. Cada Reported that Finance Committee had approved this grant

*Mr. Maier moved to approve FLAP Grant in the amount of \$7,000; seconded by Ms. Cook. The motion passed unanimously on a roll call vote. Ms. Cook – Yes, Mr. Cook-Yes, Ms. Smith-Yes, Ms. Quinn-Yes, Ms. Geltz- Yes, Ms. Plote- Yes, Ms. Emmer -Yes, Mr. Maier-Yes.*

- ii. City of Dekalb Belonging Council- Grant was discussed by Board

*Ms. Cook moved to approve the City of Dekalb Belonging Council Grant in the amount of \$6,944; seconded by Mr. Maier. The motion passed unanimously on a roll call vote. Ms. Cook – Yes, Mr. Cook-Yes, Ms. Smith-Yes, Ms. Quinn- Yes, Ms. Geltz- Yes, Ms. Plote- Yes, Ms. Emmer -Yes, Mr. Maier-Yes.*

B. Survey Software Acquisition CeBiB Community Survey – Ms. Cada investigated options and found Survey Monkey was the most compatible with the needs of users. Survey option was discussed by Board.

*Ms. Plote moved to approve SurveyMonkey subscription for CeBiB Survey in the amount of \$7,000; seconded by Ms. Cook. The motion passed unanimously on a roll call vote. Ms. Cook – Yes, Mr. Cook-Yes, Ms. Smith-Yes, Ms. Quinn- Yes, Ms. Geltz- Yes, Ms. Plote- Yes, Ms. Emmer -Yes, Mr. Maier-Yes.*

C. Richard J. Schluter Award 2022 – Ms. Cada reported Mr. Schluter’s family had been notified about that the award recipients. Past recipient reached out to thank the board for the opportunity given by this award.

D. Sycamore Police Department Peer Support Training Funding – Ms. Cada reported that Finance Committee approved funding.

E. Opportunity House COVID 19 Funding – Ms. Cada reported that Finance Committee approved funding.

F. Financial Consultant Proposal – Ms. Cada discussed Ms. Betsy Hull joining the board as a consultant.

*Mr. Maier moved to approve Financial Consultant Proposal; seconded by Ms. Emmer. The motion passed unanimously on a roll call vote. Ms. Cook – Yes, Mr. Cook-Yes, Ms. Smith-Yes, Ms. Quinn-Yes, Ms. Geltz- Yes, Ms. Plote- Yes, Ms. Emmer -Yes, Mr. Maier-Yes.*

G. Kathy Ostidick Employment Proposal – Board discussed bring Ms. Ostidick on part-time to assist with various duties.

*Ms. Smith moved to approve Kathy Ostidick Employment Proposal; seconded by Ms. Cook. The motion passed unanimously on a roll call vote. Ms. Cook – Yes, Mr. Cook-Yes, Ms. Smith-Yes, Ms. Quinn-Yes, Ms. Geltz- Yes, Ms. Plote- Yes, Ms. Emmer -Yes, Mr. Maier-Yes*

H. MHB Hosted HR Training Opportunity – Ms. Cada discussed the HR Training that will be held next week.

I. GY2023 Grant Application Process

i. Funding Presentation & Discussion – Ms. Cada led the discussion of recommendation for grant applicants.

## **11. Impact Committee -**

No Report

## **12. CEBIB Committee**

Mr. Cook gave an update – Next meeting will be on April 21<sup>st</sup> via Zoom

## **13. Old Business**

No Report

## **14. New Business**

A. 0- to 7-Year-Old Priority Ad Hoc Committee Creation

Ms. Smith named Ms. Plote as Chair of 0- to 7-Year-Old Priority Ad Hoc Committee.

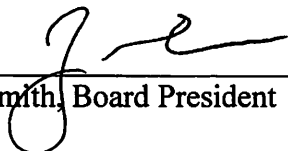
## **15. Adjournment**

The meeting was adjourned at 8:10 PM.

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

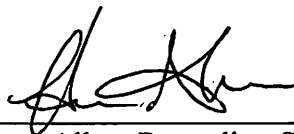
Next meeting is May 16, 2022 starting at 6:30 pm.

Respectfully submitted,



---

Jane Smith, Board President



---

Heaven Allen, Recording Secretary