

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD
MINUTES OF MEETING
February 27, 2023

APPROVED

Board Members Present: Perry Maier, Kristen Quinn, Robert Cook, Meghan Cook, Jane Smith, Sue Plote, Jennie Geltz, Marilyn Stromborg (Via Zoom)

Board Members Absent: Laurie Emmer

Other Persons Present: Tynisha Clegg, Executive Director, Family Service Agency

Office Staff Present: Deanna Cada, Heaven Allen

1. Call to Order

Ms. Smith called the meeting to order at 6:00 pm.

Ms. Allen took attendance. Perry Maier, Kristen Quinn, Robert Cook, Meghan Cook, Jane Smith, Sue Plote, Jennie Geltz, and Marilyn Stromborg (by video/non-voting) - present. There is a quorum for the meeting.

2. Pledge of Allegiance

Ms. Smith led the Pledge of Allegiance.

3. Agenda

Mr. Cook moved to approve the agenda seconded by Ms. Plote. The motion passed unanimously with all in favor.

4. Minutes

Mr. Maier moved to approve the minutes of the 1/23/2022 Board Meeting seconded by Ms. Cook. The motion passed unanimously with all in favor.

5. 3 Year- Presentation – Epilepsy Advocacy Network

Family Service Agency Executive Director Tynisha Clegg gave the FSA 3-year presentation

6. Announcements

Ms. Cada shared a thank you from the CACDC for the additional funding the Mental Health Board was able to provide to them to continue to help them assist consumers within the county.

Ms. Cada also personally thanked the board members for their hard work and insightful discussions during the Strategic Planning Workshop.

7. Director's Report

Ms. Cada reported that she received an update from Dan Kenny from the Dekalb County Community Garden, who has been working on the Annie Glidden North Food Hub. He shared that after a year of negotiations with NIU, the plan to build in that area is now off the table. Mr. Kenny announced they were looking into the Blackhawk/ Hillcrest area and have submitted an RFP to the City. With the funding we had previously approved for the project, the team was able to secure additional funding for the project and currently have about 2 million Dollars invested.

Ms. Cada announced that she would meet on March 1st with Kishwaukee United Way's New Executive Director, Dr. Michele Vaughn.

Ms. Cada announced that the ACHMAI Spring Meeting would be April 13-15th in Springfield, IL. Ms. Cada shared that if anyone is interested in letting her know, the topic will focus on legislation.

Ms. Cada shared that she met with Dr. Deanna Harris-McKay from NIU. She is the Director of the Marriage and Family Therapy Department. They received \$250,000 in Mental Health First Aid funding for 5-6 years. Their intention is to fund law enforcement training for MHFA and School Districts. Ms. Cada reiterated that the board does currently fund these services. Dr. Harris-McKay shared that she is looking to partner with Ben Gordon Center.

Ms. Plote asked if it's possible to use the funding for community members such as coaches, as it would be a great opportunity for them. Ms. Cada discussed the connections that have been able to make with community activities.

8. Community Input

Ms. Cada reintroduced Desaree, the Mental Health Board Volunteer from NIU.

9. Finance Reports

A. Monthly budget report: January 2023

Ms. Cook reviewed the monthly budget reports for January 2023.

B. Claims

December 2022 Claims were Discussed.

Ms. Smith moved to approve the December 2022 agency claims of \$443,442.24, seconded by Mr. Maier. The motion passed unanimously on a roll call vote. Ms. Smith- Yes, Ms. Cook – Yes, Ms. Quinn -Yes, Ms. Plote-Yes, Ms. Geltz- Yes, Mr. Cook- Yes, Mr. Maier – Yes

Ms. Smith moved to approve the December 2022 office claims for \$3,057.24, seconded by Mr. Cook. The motion passed unanimously on a roll call vote. Ms. Smith- Yes, Ms. Cook – Yes, Ms. Quinn -Yes, Ms. Plote-Yes, Ms. Geltz- Yes, Mr. Cook- Yes, Mr. Maier – Yes

February 2023 Claims were Discussed.

Ms. Plote moved to approve the February 2023 agency claims of \$222,170.33, seconded by Mr. Maier. The motion passed unanimously on a roll call vote. Ms. Smith- Yes, Ms. Cook – Yes, Ms. Quinn -Yes, Ms. Plote-Yes, Ms. Geltz- Yes, Mr. Cook- Yes, Mr. Maier – Yes

Mr. Maier moved to approve the February 2023 office claims for \$3792.52, seconded by Mr. Cook. The motion passed unanimously on a roll call vote. Ms. Smith- Yes, Ms. Cook – Yes, Ms. Quinn -Yes, Ms. Plote-Yes, Ms. Geltz- Yes, Mr. Cook- Yes, Mr. Maier – Yes

10. Executive Committee

A. Purchasing Policy – Ms. Cada discussed that the executive committee had reviewed the purchasing policy, and after receiving revision, it has been moved to the full board for approval.

Mr. Maier moved to approve the Purchasing Policy for the Mental Health Board, seconded by Ms. Plote. The motion passed unanimously on an all-in-favor vote.

B. Board Retreat Date July 28, 2023- Ms. Cada announced that the Board Retreat date is set for July 28, 2023.

11. Finance Committee

- A. Funding Guidelines Updates – Ms. Cada discussed that the language had been updated. It needs a vote from the board.

Ms. Smith moved to approve the Updated Funding Guidelines, seconded by Mr. Cook. The motion passed unanimously on an all-in-favor vote.

- B. Financial Consultant 2023 Workplan – N-FIT Pilot Project - Ms. Cada reported on what the financial consultant has been working on. Ms. Cada presented the N-FIT form to help agencies understand how their programming budget impacts their operational budget and reflects the financial health of the organizations. Ms. Cada reported that four organizations were asked to fill out the form and report back to Ms. Hull. The pilot organizations are Family Service Agency, Dekalb County Community Gardens, Adventure Works, and Elder Care Services. The next step will be to hold a workshop with the hopes that all agencies will use this form in the next year.
- C. GY2024 Updates- Ms. Cada reported 63 applications received. Ms. Cada announced that four new organizations applied (Act of Grace, 4-C, Barb Food Mart, and RAMP). Ms. Cada said that two organizations missed the deadline for submission. Ms. Cada announced that in the coming weeks, she would send out the assigned grants to the members to review.

12. Impact Committee -

None

13. CEBIB Committee

- A. Next Steps: Data Analysis – NIU is in the process of working on the Analysis
- B. Next CEBiB Meeting – March 9th, 2023
- C. New Member: India Washington

14. Old Business

None

15. New Business

None

16. Adjournment

Next Meeting – March 20, 2023, at 6:00 p.m.
Agency Presentation: Open Door

Ms. Cook moved to adjourn, seconded by Ms. Plote. The motion passed unanimously with all in favor.

Respectfully submitted,

Jane Smith, Board President

Heaven Allen, Recording Secretary