

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD
MINUTES OF MEETING
March 20, 2023

APPROVED

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

Board Members Absent: Jennie Geltz

Other Persons Present: Gene Stephens, Associate Director of Open Door

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, Laurie Emmer, 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. Cook. The motion passed unanimously with all in favor.

4. Minutes

Ms. Plote moved to approve the minutes of the 02/27/2023 Board Meeting, seconded by Ms. Cook. The motion passed unanimously with all in favor.

5. 3 Year- Presentation – Open Door Rehabilitation Center

Gene Stevens, Associate Director of Open Door – 3-Year Presentation

6. Announcements

No announcements

7. Director's Report

Ms. Cada reported that several funded organizations are interested in Community Based Trauma Training. In addition, Ms. Cada stated there is hope to have a series of trauma training over the next year. This project is still in development.

Ms. Cada discussed that she met with Heather Edwards, Executive Director of Dekalb County Community Gardens; Ms. Edwards spoke about the opportunities to place individuals in employment positions. Currently, two individuals are working with the Dekalb Park District.

Ms. Cada announced she would participate in a new board forum for ACMHAI on Friday.

Ms. Cada discussed the status of the CACDC.

8. Community Input

None

9. Finance Reports

A. Monthly budget report: February 2023

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

B. Claims

March 2023 Claims were Discussed.

Ms. Plote moved to approve the March 2023 agency claims of \$223,434.50, seconded by Ms. Smith. The motion passed unanimously on a roll call vote. Ms. Smith- Yes, Ms. Cook – Yes, Ms. Quinn -Yes, Ms. Plote-Yes, Ms. Emmer- Yes, Mr. Cook- Yes, Mr. Maier – Yes

Ms. Plote moved to approve the March 2023 office claims for \$9,736.67, 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. Emmer- Yes, Mr. Cook- Yes, Mr. Maier – Yes

10. Executive Committee

- A. Strategic Planning- Priority Setting and Implementation Update – Ms. Cada announced that the survey closes tomorrow for goal setting. Once NIU obtains all the necessary information, they will meet with Ms. Cada and Ms. Allen to review the results.
- B. Legislative Updates – Ms. Cada discussed legislation that may impact Mental Health Boards.

11. Finance Committee

- A. Financial Consultant 2023 Workplan – N-FIT Pilot Project - Ms. Cada announced that four organizations had completed the NFIT and met with Betsy Hull to review the process. Ms. Cada discussed holding a workshop for other funded agencies in June. This workshop will help agencies understand the connection between budgets and programming, and it will increase financial literacy. Ms. Hull will also train the Mental Health Board to understand the N-FIT form.
- B. GY2024 Process and Updates
 - a. Grant Application Evaluation Assignments – Ms. Cada has provided all assignments to the individual Board Members.
 - b. Agency Presentation Schedule – Set Special Meeting April 11, 2023, at 6:00 pm

Ms. Plote moved to approve Special Meeting for Agency Presentation for April 11, 2023, seconded by Mr. Cook. The motion passed unanimously.

- C. Northwestern Medicine – Crisis Intervention Team Training Funding Request – Action Needed

Ms. Quinn moved to approve up to \$20,000 for CIT training for Law Enforcement and Non-Sworn Personnel, Seconded by Ms. Cook. The motion passed unanimously on a roll call vote. Ms. Smith- Yes, Ms. Cook – Yes, Ms. Quinn -Yes, Ms. Plote-Yes, Ms. Emmer- Yes, Mr. Cook- Yes, Mr. Maier – Yes

12. Impact Committee -

None

13. CEBIB Committee

- A. May 2023 Mental Health Awareness Event- May 16, 2023 – Set Allocation – Mr. Cook discussed the conversation had during the committee meeting. Ms. Cada reported that after several talks, there is a benefit of waiting until July to present the findings of the results to the community.

14. Old Business

- a. Conflict of Interest Forms – Ms. Cada announced that all Conflict of Interest forms had been returned.

15. New Business

None

16. Adjournment

The meeting was adjourned at 7:16 pm

Next Meeting – April 17, 2023, at 6:30 p.m.
Grant Year 2024 Allocation Presentation

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

Respectfully submitted,

Jane Smith, Board President

Heaven Allen, Recording Secretary