

**DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD
MINUTES OF MEETING**

April 17, 2023

APPROVED

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

Board Members Absent: Marilyn Stromborg

Other Persons Present:

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 Jennie Geltz - 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. Cook moved to approve the minutes of the 03/20/2023 Board Meeting, seconded by Ms. Cook. The motion passed unanimously with all in favor.

5. Announcements

No announcements

6. Director's Report

Ms. Cada updated the board that the Dekalb County Community Foundation has funding for the Dekalb Township for health or housing purposes. A committee has come together to determine possible utilization of the funds, including the MHB, Gov't, Non-Profit, and community members.

Ms. Cada shared that she and Heaven attended the Kishwaukee United Way Annual Meeting. Ms. Cada discussed that we were introduced to the New Executive Director. There are other staffing changes at KUW.

Ms. Cada discussed the guardianship, and more stakeholders group met and are ready to put together the workshop with nonprofits and the government in July. Ms. Cada shared that it would be a foundational and informational workshop surrounding guardianship.

Ms. Cada shared that she attended a Finance 101 meeting with the county board. Ms. Cada shared information about that presentation.

Ms. Cada announced that Heaven Allen attended the April ACMHAI meeting in Springfield this past week, and Ms. Cada and a couple of board members attended the Youth Outlook Conference.

7. Community Input

None

8. Finance Reports

A. Monthly budget report: March 2023

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

B. Claims

April 2023 Claims were Discussed.

Ms. Plote moved to approve the April 2023 agency claims of \$242,815.15, seconded by Ms. Quinn. 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, Ms. Geltz- Yes

Ms. Smith moved to approve the April 2023 office claims for \$1,485.81, 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, Ms. Geltz- Yes

9. Executive Committee

- A. Strategic Planning- Priority Setting and Implementation Update – A Zoom meeting with NIU-CGS to complete the priority setting and implementation process is scheduled for April 18, 2023. Members of the Impact Committee have been invited to attend.
- B. Legislative Updates – Ms. Cada discussed legislation that may impact Mental Health Boards.
- C. Slate of Officers 7/2023-6/2024 – Ms. Cada announced that the current slate of officers is still eligible for one more year of service. If any board members are interested in a position, contact her.
- D. Next Meeting Changed to 5/9/2023- Ms. Cada will be out of the office the week before and needed to reschedule the meeting; the Executive and Finance Committee approved the change

10. 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 July. 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. Trauma Training Series- Phase 1 Funding Request- Action Needed

Mr. Maier moved to approve up to \$5,000 for Trauma Training Series Request, Seconded by Ms. Emmer. 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. Geltz- Yes

- C. Family Service Agency Advance Strangulation Prevention Training Funding Request – Action Needed

Ms. Plote moved to approve up to \$10,000 for Advance Strangulation Prevention Training, 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. Emmer- Yes, Mr. Cook- Yes, Mr. Maier – Yes, Ms. Geltz- Yes

- D. Next Meeting Changed to 5/9/2023 – Ms. Cada will be out of the office the week before and needed to reschedule the meeting; the Executive and Finance Committee approved the change

- E. GY2024 Process and Updates – Ms. Cada presented the board with recommendations for GY2024 – Ms. Cada discussed that the board would follow up in May to approve.

11. Impact Committee -
None

12. CEBIB Committee

- A. Resource Fair Proposal – Action Needed – Tabled until May Meeting

13. Old Business

14. New Business

- A. One – Year & Three-Year Plan – Young Child Mental Health Consultant – Action Needed – Tabled until May meeting

- B. Close Meeting Minutes Review – Mental Health Board Reviewed Closed Meeting Minutes

Ms. Cook moved to amend the Closed Meeting Minutes of 01/23/23; to correct the time to 6:48 pm and add Kristen Quinn to present attendance approval, 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. Emmer- Yes, Mr. Cook- Yes, Mr. Maier – Yes, Ms. Geltz

15. Adjournment

The meeting was adjourned at 8:50 pm

Next Meeting – May 15, 2023, at 6:30 p.m.

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