

# **DeKalb County Community Mental Health Board**

**2500 N. Annie Glidden Rd., Suite B, DeKalb, Illinois 60115**

## **Finance Committee Agenda**

October 3, 2023

6:30 p.m.

In-Person Meeting – Conference Room West

**DRAFT**

1. Call to Order
2. Approval of the agenda
3. Approval of Minutes
  - a. Minutes from September 5, 2023
4. Office Report
5. Public Comment
6. October 2023 Claims Approval – Tabled to 10/16/23 Board Meeting
7. Old Business
  - a. Financial Consultant Activities Update
    - i. NFIT Technical Assistance
    - ii. GY2025 Budget Templates
8. New Business
  - a. Breathing & Blinking Workshop – CEU purchase – Action Needed
  - b. CEBiB Survey Town Hall Budget- Action Needed
  - c. DeKalb County Treatment Court Reallocation Request – Action Needed
  - d. CACDC Updates – Possible action needed
  - e. Sycamore Police Department – CIT Funds – Allocation Request
9. One-Year & Three-Year Plan Goals
10. Next Meeting date: November 7, 2023, at 6:30 p.m.
11. Adjournment

**DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD**

**FINANCE COMMITTEE**

**MINUTES OF MEETING**

**September 5, 2023**

**DRAFT**

**Committee Members Present:** Jane Smith, Perry Maier, Marilyn Stromborg, Meghan Cook

**Committee Member Not Present:**

**Office staff:** Deanna Cada, Heaven Allen

**Other Persons Present:**

**1. Call to Order**

Dr. Stromborg called the meeting to order at 6:46 p.m.

**2. Approval of Agenda**

*Mr. Maier moved to approve the agenda, seconded by Ms. Smith. The motion passed unanimously.*

**3. Approval of Minutes**

*Mr. Maier moved to approve the minutes of the 8/08/2023 meeting, seconded by Ms. Smith. The motion passed unanimously.*

**4. Office Report**

- Ms. Cada shared a list of programs for Art in Action
- Ms. Cada shared she participated in the DCNP Financial Literacy Workshop
- Ms. Cada shared she had a conversation with Dan Templin regarding Foundant, and he is interested in a possible partnership.
- Ms. Cada discussed Greater Family Health updates.

**5. Public Comment**

No Comment

**6. Approval of September 2023 Claims Approval – Tabled to Full Board**

**7. Old Business**

A. Financial Consultant Activities Update

a. DCCG Proposal – Action Needed

*Ms. Cook moved forward approval of 20 hrs. and up to \$1000 for technical assistance to DCCG with Betsy Hull to the full board, seconded by Ms. Smith. The motion passed unanimously on a roll call vote. Ms. Smith-Yes, Mr. Maier - Yes, Dr. Stromborg – Yes*

b. Barb Food Mart Proposal – Action Needed

*Mr. Maier moved forward approval up to 2 hours and \$200 for technical assistance to Bard Food Mart with Betsy Hull to the full board, seconded by Ms. Cook. The motion passed unanimously on a roll call vote. Ms. Smith-Yes, Mr. Maier - Yes, Dr. Stromborg – Yes*

## 8. New Business

- a. DeKalb County Treatment Court – For Information Purposes – Ms. Cada informed the finance committee that the position we fund would be restructured, so they will no longer request funds from the board.
- b. Sauk Valley Voices of Recovery Recovery-Con Request – Action Needed

***Dr. Stromborg moved to forward approval of \$7500 support for SVVR Recovery- Con to the full board, seconded by Ms. Cook. The motion passed unanimously on a roll call vote. Ms. Smith-Yes, Mr. Maier - Yes, Dr. Stromborg – Yes***

- c. Still, We Rise Scholarship Request – Possible Action Needed

***Dr. Stromborg moved to forward approval for a partnership with AHEC Scholarship for up to \$5000, delegating the details and moving it to the full board, seconded by Ms. Cook. The motion passed unanimously on a roll call vote. Ms. Smith-Yes, Mr. Maier - Yes, Dr. Stromborg – Yes***

- d. National Federation of Families 34<sup>th</sup> Annual Conference, Chicago, IL – Possible Action Needed – Ms. Cada discussed attending a conference with the finance committee or delegating a young child ad hoc participant to attend the meeting.

***Ms. Cook moved to approve up to 2 participants (1 committee member and the Executive Director) to attend the conference for up to \$2,800, seconded by Ms. Smith. The motion passed unanimously on a roll call vote. Ms. Smith-Yes, Mr. Maier - Yes, Dr. Stromborg – Yes***

- e. GY2023 Grant Reconciliation Reports – Ms. Cada announced that almost all the agencies have returned their reconciliations.
- f. GY2025 Grant Application & Process – Audit discussion, Funding Guidelines, NFIT addition, grant application changes – questions branching for budget – Ms. Cada discussed the updates to the GY2025 Process, informing the finance committee there will be a budget template included.

## 9. One-Year and Three-Year Plan Goals

- a. None

10. Date of next meeting: 10/3/2023 at 6:30 p.m.

11. Adjournment

***Ms. Cook moved for adjournment, seconded by Ms. Smith. The motion passed unanimously.***

Respectfully submitted,

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Dr. Marilyn Stromborg, Committee Chair

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Heaven Allen, Recording Secretary

PRESENTED AND PARTNERED BY:

**DC**  
**MHB** | DEKALB COUNTY  
MENTAL HEALTH BOARD

**dcnp** DEKALB COUNTY  
NONPROFIT PARTNERSHIP

\*APPROVED FOR 2 CEUS\*

# BREATHING & BLINKING

## AN INTERSECTION OF PTSD AND TRAUMATIC BRAIN INJURY (TBI)

PRESENTER: NANCY MULLEN, MSW  
PRINCIPAL, TIDEPOOL COMMUNICATIONS, LLC

Breathing & Blinking is an informative and insightful look at the interconnection between trauma, posttraumatic stress disorder (PTSD), and traumatic brain injury (TBI) through the lens of someone who lives with all three.

### Audience Outcomes:

- Understand the effects of trauma on cognitive development
- Increase recognition of TBI
- Recognize the relationship between PTSD and TBI
- Understand new TBI treatment options

## PROGRAM

- 8:30 a.m. – Registration & Check-in
- 8:45 a.m. – Welcome and Introduction
- 9:00 a.m. – Program

**THURSDAY, NOVEMBER 16,  
2023, 8:30 A.M. – 11:15 A.M.**  
**FIVE SEASONS ROOM,  
COMMUNITY OUTREACH  
BUILDING  
2500 N. ANNIE GLIDDEN  
ROAD, DEKALB, IL**

**TO REGISTER AND REQUEST ACCOMMODATIONS  
CONTACT DEANNA CADA AT [DCADA@DEKALBCOUNTY.ORG](mailto:DCADA@DEKALBCOUNTY.ORG) AND 815-  
899-4960.**

CEBiB Town Hall – November 6, 2023  
Preliminary Budget Request

Expense	Estimated Cost
New Hope Donation	\$100.00
Refreshments	\$800.00
Transportation	\$500.00
Child Care	\$200.00
Printing/Marketing/Programs	\$1200.00
Sign Language Interpretation	\$750.00
Spanish Language Interpretation	\$400.00
Incidentals	\$500.00
<b>Total Budget</b>	<b>\$4450.00</b>



## DeKalb County Treatment Court GY2023 Fund Reallocation Request

October 3, 2023

Per Mike Douglas: GY2023 & GY2024 Unexpended funds \$1,904.16. Request to the board to use those funds to purchase additional Moral Reconciliation Therapy workbooks for participants. This evidence-based treatment program is utilized within all of the treatment court programs, with some participants having to participate more than once if they pick up a new charge while in the program. The books cost \$27.00 each. With an increase in the number of participants year over year since 2021, the books are used fairly frequently, with an estimated use of about 30 books per year and a forecast of 35 next year. DeKalb County Treatment Court is requesting to order 67 books, which comes to \$1,925.24, shipped to the office. There are currently 15 books on hand, and this would allow DCTC not to have to reorder books for about two and a half years.

**Cada, Deanna**

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**Subject:** FW: CIT Grant

**From:** Jim Winters <[jwinters@sycamorepd.com](mailto:jwinters@sycamorepd.com)>  
**Sent:** Monday, September 18, 2023 2:30 PM  
**To:** Cada, Deanna <[DCada@dekalbcounty.org](mailto:DCada@dekalbcounty.org)>  
**Subject:** CIT Grant

**CAUTION:** This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Deanna,

The total of the cost of the CIT class held in June pursuant to the grant from the DC MH Board was \$16,395.76.

Instructor cost -	\$13,331.77
Hotel cost for instructors -	\$ 1,517.49
Food for class during the week-	\$ <u>1,546.50</u>
Total	\$16,395.76

As the grant was for \$20,000, this leaves \$3,604.24. Would it be possible to redirect the balance of the grant to fund our annual officer wellness checks we have scheduled with Kristy McKiness?

Thank again

Jim Winters  
Chief of Police  
Sycamore Police Department  
815-895-3435  
[Sycamore, IL | Official Website \(cityofsycamore.com\)](http://cityofsycamore.com)

