

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD
EXECUTIVE COMMITTEE
MINUTES OF MEETING

February 06, 2024

APPROVED

Committee Members Present: Jane Smith, Meghan Cook, Perry Maier

Committee Members Not Present:

Staff Present: Deanna Cada, Heaven Allen

Other Persons Present: Marilyn Stromborg (Via Zoom)

1. Call to Order

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

2. Agenda

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

3. Approval of Minutes

Mr. Maier moved to approve the minutes of the 01/16/24 meeting, seconded by Ms. Cook. The motion passed unanimously.

4. Office Report

Ms. Cada reminded the committee that she is meeting with providers via Zoom to discuss suicide prevention on Thursday.

Ms. Cada shared on February 9 that there is a second guest DJ spot. Ms. Cada invited NM to speak on updates with The Living Room and the relocation of the NAMI support group.

Ms. Cada updated the committee about the office needing a new coat of paint and will follow up with facilities.

Ms. Cada announced AID has a ribbon cutting on February 15 @ 12:15 pm for their new office space reveal

5. Public Comment

There was no public comment.

6. Old Business

- A. Grant Year 2025 Grant Process – Ms. Cada shared that applications are coming in. Currently, four have been submitted. Ms. Cada discussed adapting the public health model to determine where the programs we fund fall within those tiers with the committee.
- B. FY2024 Conflict of Interest Forms – For Review – Ms. Cada reviewed the Conflict-of-Interest Forms with the committee. Ms. Smith signed off on the conflict-of-interest forms. The committee still needs to review Board Member Jennie Geltz’s form.
- C. Board Member Vacancy – Interview Process and Schedule – Ms. Cada shared that the board has received three letters of interest and three more potentials. The committee

discussed how to proceed with interviews. The committee decided to conduct the initial interviews through Zoom. Ms. Cada will figure out dates and times.

7. New Business

- a. Board Retreat Reschedule – Friday, July 19, 2024, 9:00 – 2:30 p.m. -Ms. Cada shared the updated Board Retreat Date.
- b. Annual Policy & Procedure Review – Ms. Cada provided the policy and procedures for review; committee members will review them and bring questions to the next meeting.

8. One-Year/Three-Year Plan update

A. Strategic Review

- i. Young Child Behavioral Healthcare Updates – Ms. Cada discussed the state of the Young Child Behavioral Healthcare Committee. The committee discussed where the responsibility would fall.

9. Date of Next Executive Committee Meeting: March 5, 2024, at 6:00 p.m.

10. Adjournment

The meeting was adjourned at 6:42 p.m.

Ms. Cook moved for adjournment, seconded by Mr. Maier. The motion passed unanimously.

Respectfully submitted,

Jane Smith, Board President

Heaven Allen, Recording Secretary