

**DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD**  
**MINUTES OF MEETING**  
**January 22, 2024**

***APPROVED***

Board Members Present: Jane Smith, Perry Maier, Robert Cook, Meghan Cook, Laurie Emmer

Board Members - Absent: Jennie Geltz, Marilyn Stromborg

Other Persons Present: Sue Plote (Via Zoom), Association for Individual Development via Zoom

Office Staff Present: Deanna Cada, Heaven Allen

**1. Call to Order**

The President, Jane Smith, called the meeting to order at 6:00 p.m.

**2. Pledge of Allegiance**

President Smith led the Pledge of Allegiance.

**3. Agenda**

*Ms. Emmer moved to approve the agenda, seconded by Ms. Cook. The motion passed unanimously.*

**Agency Presentation – Association of Individual Development** – Lore Baker, President & CEO; Dani LaHa, Associate Vice President of Behavioral Health for the Northern Regions; Katelyn Wisner, Program Director Supported Living & Program for DeKalb County

**4. Minutes**

*Dr. Cook moved to approve the minutes of the 11/20/2023 Board meeting, seconded by Ms. Emmer. The motion passed unanimously.*

**5. Announcements**

None

**6. Director's Report**

- Ms. Cada discussed working with Dan Templin and the Community Foundation to merge Foundant. The MHB will still have control of the grant program, but DCCF will run the software.
- Ms. Cada stated she received an email from Betsy Hull stating that Safe Passage completed their audit and broke out Mental Health Board Funding. This is a great example of how to reflect MHB funding.
- Ms. Cada announced that Betsy Hull has accepted a new position and will move out of the DeKalb County area. Ms. Cada said she would finish her work with the DeKalb County Community Gardens before departing.
- Ms. Cada shared that she participated in a City of DeKalb meeting regarding the bussing of migrants. She shared that the city is looking to pass an ordinance that states improper bussing would be subject to fines. Ms. Cada also shared that the city hopes to have a community-led response.
- Ms. Cada announced recruiting for a new board member. Ms. Quinn resigned from the board on January 16<sup>th</sup>. The Mental Health Board Staff will a request in the e-newsletter, and Ms. Cada has submitted a press release to local the Chambers of Commerce and the Daily Chronicle.
- Ms. Cada shared that she is starting the suicide prevention group to catch up on what is happening in the field and support outreach. There is an Outreach Coordinator with Hines VA who is looking to do Veteran suicide prevention, so we are looking to bring her into the community.

- Ms. Cada discussed there have been conflicts with our board retreat date. Ms. Cada will send out a survey to see what dates work best
- Ms. Cada announced she would contact board members for check-in meetings.

## 7. Community Input

None

## 8. Finance Reports

A. Monthly budget report: November 2023 & December 2023

B. Claims – Agency and office for December 2023 & January 2024 – Action Needed

*Mr. Maier moved to approve the December 2023 agency claims for \$237,646.01, seconded by Ms. Smith. The motion passed unanimously on a roll call vote. Ms. Cook – Yes, Dr. Cook-Yes, Ms. Smith-Yes, Ms. Emmer -Yes, Mr. Maier-Yes*

*Dr. Cook moved to approve the December 2023 office claims for \$5,452.53, seconded by Ms. Emmer. The motion passed unanimously on a roll call vote. Ms. Cook – Yes, Dr. Cook-Yes, Ms. Smith-Yes, Ms. Emmer -Yes, Mr. Maier-Yes*

*Ms. Cook moved to approve the January 2024 Agency claims for \$238,571.66, seconded by Mr. Maier. The motion passed unanimously on a roll call vote. Ms. Cook – Yes, Dr. Cook-Yes, Ms. Smith-Yes, Ms. Emmer -Yes, Mr. Maier-Yes*

*Ms. Smith moved to approve the January 2024 office claims for \$2,286.01, seconded by Ms. Cook. The motion passed unanimously on a roll call vote. Ms. Cook – Yes, Dr. Cook-Yes, Ms. Smith-Yes, Ms. Emmer -Yes, Mr. Maier-Yes*

## 9. Executive Committee

- a. DCCMHB Office Staff Succession Planning – Action Needed – Ms. Cada discussed with the board the importance of succession planning and explained the documentation given to members.

*Mr. Maier moved to approve the DCCMHB Executive Director Succession Plan, seconded by Ms. Cook. The motion passed unanimously on a roll call vote. Ms. Cook – Yes, Dr. Cook-Yes, Ms. Smith-Yes, Ms. Emmer -Yes, Mr. Maier-Yes*

- b. FY2024 Conflict of Interest Forms – Ms. Cada allowed time for the board to complete their conflict-of-interest forms. The Executive Committee will review these.
- c. Spring 2024 NIU Public Health Intern—Miyaua Guyton—Ms. Cada announced that the office has hired a new public health intern. The intern will work with the young child behavioral spreadsheet and review GY2025 grant applications.

## 10. Finance Committee

- a. Unallocated Funds Discussion – Vision Grant Program – Action Needed – Ms. Cada shared that the board has unallocated funds; Ms. Cada introduced the Vision Grant Program that allows our agencies to apply for up to \$5,000 for creative planning. It would be a rolling application within 2024. The requirements are they have to be partnered organizations, and the funds need to be expended within the calendar year. The organization will then need to present a written or oral presentation of how they utilized the funds.

***Ms. Cook moved to approve the 2024 Vision Grant Program with suggested changes striking “Sky’s the limit” up to \$150,000, seconded by Ms. Smith. The motion passed unanimously on a roll call vote. Ms. Cook – Yes, Dr. Cook-Yes, Ms. Smith-Yes, Ms. Emmer -Yes, Mr. Maier-Yes***

- b. Community Investment Funds – Final Report – Ms. Cada announced that all the funds have been expended
- c. Special One-Time Grant Funds—3rd Quarter Report -Ms. Cada gave an update on the grants. Organizations have until June to expend their funds, and most of them have already done so.
- d. First Responder Family Wellness Program Annual Update – Ms. Cada discussed the first responder program – it's going very well, and there has been a huge uptick in utilization.
- e. Grant Year 2025 Grant Application & Process - Draft Timeline – Ms. Cada disseminated the Grant Year 2025 Timeline
- f. CACDC/FSA Grant Request – Action Needed – Ms. Cada announced the CACDC folded and relinquished their 501c3, and FSA took over the program. Family Service Agency is asking for \$23,100 starting February 1, 2024.

***Mr. Maier moved to approve the CACDC/ FSA Grant Request for \$23,100, seconded by Ms. Smith. The motion passed unanimously on a roll call vote. Ms. Cook – Yes, Dr. Cook-Yes, Ms. Smith-Yes, Ms. Emmer -Yes, Mr. Maier-Yes***

#### **11. Impact Committee -**

Moved from charter to action items, the committee discussed how we should receive information from the organizations. We will contact NIU to see if they have any verbiage about bringing staff members to a round table.

#### **12. CEBIB Committee**

Dr. Cook met with Ms. Cada to discuss the next steps for the committee. At the upcoming meeting, Kishwaukee United Way will present on 211. There is a lot of interest in new members.

#### **13. Ad Hoc Young Child Behavioral Healthcare Committee**

Ms. Cada discussed that the ad hoc committee meetings are now virtual/ hybrid, so they can be recorded and its best practice. We discussed how Kane County receives the system of care grant from the Illinois Children’s Health Foundation. The Committee is considering bringing someone in and discussing how to move forward. Ms. Cada discussed that there may be consideration for a consultant.

#### **14. Old Business**

- a. One-Year & Three-Year Plan Update

***Ms. Smith moved to approve the One-Year & Three- Year Plan, seconded by Ms. Cook. The motion passed unanimously on a roll call vote. Ms. Cook – Yes, Dr. Cook-Yes, Ms. Smith-Yes, Ms. Emmer - Yes, Mr. Maier-Yes***

#### **15. New Business**

None

#### **16. Adjournment**

1. Next Board Meeting February 26, 2024 at 6:00 p.m.  
DeKalb County Sheriff’s Office Presentation (Jail Behavioral Health)

Meeting adjourned at 7:43 pm by Ms. Smith.  
Respectfully submitted,