

DeKalb County Community Mental Health Board

2500 N. Annie Glidden Rd, Suite B, DeKalb, IL 60115

“Through leadership and funding, the DeKalb County Community Mental Health Board supports access to high-quality behavioral healthcare services for DeKalb County residents.”

Board Meeting – In-Person Meeting – Five Seasons Room

Community Outreach Building

January 26, 2026, at 6:30 p.m.

Join Zoom Meeting

<https://us02web.zoom.us/j/81774809590>

Meeting ID: 817 7480 9590

DRAFT

1. Call to order
2. Agenda – review and approval
3. Minutes – approval of minutes for November 17, 2025.
4. Director’s Report
5. Community Input/Public Comment
6. Finance Reports
 - a. Monthly Budget Report: November & December 2025
 - b. Claims: Agency and office for December 2025 & January 2026 – Action Needed
7. Executive Committee
 - a. Board Member & Staff Conflict of Interest Forms
 - i. Board Engagement Opportunities
 - b. AI Policy – Action Needed
 - c. One-Year & Three-Year Plan Development (2026-2028)
8. Finance Committee
 - a. Opioid Settlement Funds Grant Program – Action Needed
 - b. Grant Year 2027 Updates
 - c. First Responder Family Wellness Program Annual Update.
9. CEBiB Committee
 - a. Meeting update 1/15/2026
 - b. CEBiB Grant Program Timeline
10. Impact Committee
 - a. Meeting 11/17/2025 – Report
11. Old Business
 - a. One-Year & Three-Year Plans
 - i. Suicide Prevention Report
 - ii. Workforce Development Report

12. New Business

13. Adjournment - Next Board Meeting February 23, 2026, at 6:30 p.m.

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD
MINUTES OF MEETING
Family Service Agency, Inc.
1325 Sycamore Road, DeKalb, IL 60115
November 17, 2025

Draft

Board Members Present: Lana Haines, Meghan Cook, Perry Maier, April Chmara, Kate McCabe, Kim Volk, Dr. Robert Cook

Board Members - Absent: Laurie Emmer, Dr. Marilyn Stromborg

Other Persons Present: Tynisha Clegg – FSA Executive Director

Office Staff Present: Deanna Cada, Heaven Allen

1. Call to Order

The meeting was called to order by Board President Meghan Cook at 6:32 pm.

2. Agenda

Ms. Chmara moved to approve the agenda, seconded by Ms. Haines. The motion passed unanimously on a voice vote.

3. Minutes

Ms. Haines moved to approve the minutes of the October 20, 2025, meeting, and Ms. McCabe seconded the motion. Motion passed unanimously on a voice vote.

4. Announcements

None

5. Director's Report –

Grief Support Roundtable

- The county grief services working group will host a **Grief Support Roundtable** on **December 9** at the Community Outreach Building (Five Seasons Room). Invitees include agencies providing grief services, community members with lived experience, and professionals interacting with grieving individuals (e.g., home health staff, funeral directors). Facilitator: **Jacqueline Jennings**, Fox Valley Hearts of Hope.

Police Department Recognition Event

- The DeKalb Police Department hosted a **Citizen Appreciation Event**, recognizing the Mental Health Board's contributions at the Fun Jam in the Park.

KEC Mental Health Career Exploration

- Kishwaukee Education Consortium (KEC) is expanding its **mental health career exploration courses** for high school juniors/seniors. Planning a Part II course that will include agency interactions, mentoring, or volunteer experiences. A meeting with partner agencies is scheduled for **December 10** at the Community Outreach Building.

Visit to “Live, Learn and Lead” (Farm-Based Therapy)

- Ms. Cada met with **Didi Downing**, LCSW, who operates a farm-based therapeutic program in Kirkland involving animals (goats/horses) and nontraditional therapeutic activities. The organization is new to the area. They also provide **grief support services** and may attend the roundtable.

Visit to First Methodist Church (DeKalb)

- Ms. Cada met with the Pastor, who is interested in developing **mental-health-related programming** within a faith-based context. Possibilities include hosting support groups or collaborating with NIU. Ms. Cada will connect them with major mental health organizations (e.g., Sabrina, Tanisha).

ACMI Meeting

- December 4–5 ACMHAI meeting will be held in Schaumburg. Ms. Cada and Ms. Allen will attend, along with Jolene Willis (Community Foundation). They will present on the **Foundant shared services arrangement**, as many 708 Boards are seeking new grant-making software.

6. Community Input – Tynisha Clegg – Executive Director of Family Service Agency – Provided an overview and updates with the Agency

7. Finance Reports

- A. Monthly budget report: October 2025 – Shared for informational purposes.
- B. Claims Agency and office for November 2025– Action Needed

Mr. Maier moved to approve the November 2025 Agency claims in the amount of \$ \$282,642.93. Seconded by Ms. Haines. Motion passed unanimously on roll call: Chmara – Yes, Volk – Yes, Dr. Cook – Yes, Cook- Yes, Haines – Yes, McCabe – Yes, Maier -Yes

Mr. Maier moved to approve the November 2025 Office claims in the amount of \$4,063.91. Seconded by Ms. Cook. Motion passed unanimously on roll call: Chmara – Yes, Volk – Yes, Dr. Cook – Yes, Cook- Yes, Haines – Yes, McCabe – Yes, Maier -Yes

8. Executive Committee

- a. Executive Director & Administrative Assistant Performance/Compensation Reviews – Possible Closed Session (5 ILCS 120/2 (1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees...) – Action Needed

Ms. Cook moved to approve a 4% salary increase for administrative Assistant Heaven Allen, effective January 1, 2026, Seconded by Mr. Maier. Motion passed unanimously on roll call: Chmara – Yes, Volk – Yes, Dr. Cook – Yes, Cook- Yes, Haines – Yes, McCabe – Yes, Maier -Yes

Mr. Maier moved to approve a 3% salary increase for Executive Director Deanna Cada, effective on her Anniversary Date. Seconded by Dr. Stromborg. Motion passed unanimously on roll call: Chmara – Yes, Volk – Yes, Dr. Cook – Yes, Cook- Yes, Haines – Yes, McCabe – Yes, Maier -Yes

Ms. Volk moved to formally recognize the achievements of the Executive Director and Administrative Assistant. Seconded by Ms. McCabe. Motion passed unanimously on a voice vote

- b. Core Values and Mission Statement Discussion – Possible Action

Ms. Chmara moved to approve the revised Mission, Vision, and Core Values, seconded by Mr. Maier. Motion passed unanimously on voice vote.

9. Finance Committee

- a. Grant Year 2027 Application & Process/Grant Seekers Workshop Report

Ms. Cook moved to approve the 2025 Community Mental Health Board Funding Guidelines. Seconded by Dr. Cook. Motion passed unanimously on voice vote.

10. CEBiB Committee—

- a. Next Meeting – November 18, 2025 – Dr. Cook shared that the next meeting is Tomorrow, on November 18th, at 5:30 pm – The committee will discuss the Listening Tour and development of a survey for behavioral health providers
- b. Community Events Update – University Village Event – Ms. Allen provided a report from the University Village Outreach Event she attended on November 4th, 2025

11. Impact Committee –

- a. Next Meeting – November 17th, 2025 – Committee met and reviewed foundational documents on defining and understanding “impact.” The committee is exploring a **pilot project** with selected agencies to test a redesigned reporting format.

12. Old Business –

- a. One-year & Three-year Plan Updates
 - a. Suicide Prevention Report – Northwestern Medicine (NM) has assumed leadership of the Suicide Prevention Committee. The Board and NM had planned a **student art show** scheduled for **November 20**, intended to highlight youth perspectives on suicide prevention. Due to low participation and concerns about appropriateness, the event was cancelled.
 - i. The Committee will **revisit and redesign** the project in the coming year, potentially shifting toward **positive social norms** or **asset-based messaging** rather than a direct suicide-prevention frame.
 - b. Workforce Development Report – Staff provided an update on ongoing collaboration with the **Kishwaukee Education Consortium (KEC)** to support a behavioral-health workforce pipeline. Following the next meeting with KEC, staff will reconnect with NIU regarding the existing partnership with **AHEC** (Area Health Education Center).

13. New Business

Board Member Kate McCabe discussed her experience with RecoverCon

14. Adjournment - Next Board Meeting January 26, 2026, at 6:30 p.m.

Holiday Party/Social Event: Tuesday, December 9, 2025, at 6:00 p.m., Ellwood Steak & Fish House

Respectfully submitted,

Meghan Cook, Board President,

Heaven Allen, Recording Secretary

To: DeKalb County Community Mental Health Board Members
From: Deanna Cada, Executive Director
Heaven Allen, Administrative Assistant
Date: January 21, 2026
Re: Board Meeting – Director’s Report – January 26, 2026

Director’s Report

Funded Agency Activities

11/14/2025 – Attended virtual meeting with Sabrina Nicholson, Director, NM Behavioral Healthcare.
11/26/2025 – Hosted Homelessness NOFO meeting with FSA, NM, and Hope Haven representation.
12/1/2025 – Attended virtual strategic updates meeting with Mike Kokott and Sabrina Nicholson, NM.
12/3/2025 – Attended Crisis Response & CESSA Advisory Committee Meeting.
12/12/2025 – Attended virtual meeting with Sabrina Nicholson, Director, NM Behavioral Healthcare.
12/12/2025 – Attended lunch meeting with Nancy Mullen, Youth Outlook.
12/18/2025 – Attended breakfast meeting with Tom Matya, Opportunity House.
1/8/2026 – Attended DCCMHB & NM-BGC Strategic Thinking meeting.
1/9/2025 – Attended catch-up meeting with Lynette Spencer, Adventure Works.
1/14/2026 – Hosted meeting with SVVOR Staff, funding, and agency update meeting.
1/15/2026 – Attended lunch meeting with Lesly Wicks, Hope Haven, Federal NOFO, and programming discussion.

DeKalb County Government Activities

11/13/2025 – DCCMHB staff weekly check-in meeting.
11/17/2025 – Facilitated DCCMHB meeting.
11/19/2025 – Attended virtual CESSA Region 1 RAC Meeting.
11/19/2025 – DCCMHB staff weekly check-in meeting.
11/25/2025 – Hosted meeting with April Chmara, Board Member.
12/2/2025 – Facilitated DCCMHB Finance and Executive Committee meetings.
12/10/2025 – Hosted KEC/Behavioral Healthcare Partnership Conversation meeting.
12/15/2025 – Attended meeting at PNC Bank on behalf of ACMHAI.
12/17/2026 – Attended virtual CESSA Region 1 RAC Meeting.
12/18/2025 – DCCMHB staff weekly check-in meeting.
12/23/2025 – Attended Veterans’ Assistance Commission holiday party.
1/5/2026 – Attended DeKalb County Board Health & Human Services Committee meeting.
1/6/2026 – Facilitated DCCMHB Finance & Executive Committee meetings.
1/7/2026 – DCCMHB staff weekly check-in meeting.
1/7/2026 – Virtual presentation at the RAC Co-Chair Support and Consultation meeting.
1/8/2026 – Virtual presentation at the CESSA Protocols & Standards Meeting.
1/12/2026 – Hosted virtual Internship Introduction meeting with Khamryn Jackson, DCCMHB Spring Intern.
1/15/2026 – Attended virtual DeKalb County Government Wellness Committee meeting.
1/15/2026 – Facilitated in-person and virtual CEBiB Committee meeting.

Community Activities

- 11/13/2025 – Hosted virtual Grief Support Services Planning meeting.
- 11/13/2025 – Brainstorming and History meeting with community member, Michael Haines.
- 11/14/2025 – Lunch meeting with Peggy Carey, Community Member, retired community services professional.
- 11/17/2025 – Attended meeting with Didi Dowling, Live, Learn, and Lead, in Kirkland, Illinois.
- 11/17/2025 – Attended meeting with Reverend Johnathan Crail, First United Methodist Church, DeKalb.
- 11/17/2025 – Participated in a Zoom interview with a NIU student about behavioral healthcare.
- 11/19/2025 – Attended DCNP Program and Membership Committee meeting.
- 12/1/2025 – Attended virtual meeting, Remedies Renewing Recovery, about focus group options.
- 12/2/2025 – Attended DCEDC Annual Breakfast meeting.
- 12/3/2025 – Virtual meeting with DeKalb Mutual Aid Director, Ash Rootes.
- 12/4/2025 – Hosted virtual Grief Support Services Planning meeting.
- 12/9/2025 – Attended virtual check-in meeting with client consultant Eli Brottman.
- 12/9/2025 – Attended DCCMHB Holiday Celebration.
- 12/15/2025 – Hosted welcome meeting with Any McFarlane, Director, KUW.
- 12/17/2025 – Attended virtual Ogle/DeKalb County ROSC meeting.
- 12/18/2025 – Attended meeting with Shaw Beck, AI policy review.
- 12/30/2025 – Attended monthly WLBK radio show with Michelle Covert to talk about Grief Support Services.
- 12/20/2025 – Participated in TD Ryan podcast on homelessness and mental health.
- 1/6/2026 – Attended virtual DCEDC BRE-Talent Pipeline Committee meeting.
- 1/9/2026 – Attended monthly WLBK radio show with Lynette Spencer, Adventure Works.
- 1/13/2026 – Attended virtual IL RCCA Regional Coalition Quarterly Meeting.
- 1/14/2026 – Attended DCNP Steering Committee Luncheon.
- 1/15/2026 – Attended virtual Birth to 8 meeting hosted by ROE.
- 1/16/2026 -Attended lunch meeting with Betsy Hull and Teri Spartz.
- 1/20/2026 – Attended virtual meeting with DuPage County Representative to discuss DuPage County Crisis Response Center.

Training/Professional Development Activities

- 11/18/2025 – Attended virtual ACMHAI Legislative Committee meeting.
- 11/18/2025 – Attended meeting with ACMHAI Coordinator, Jodi Dart.
- 11/18/2025 – Attended ACMHAI Webinar “IL Partners for Human Services Coalition”.
- 11/18/2025 – Participated in virtual coaching session with Daniel R.
- 12/3/2025 – Attended annual review dinner with DCCMHB President M. Cook.
- 12/4/2025 & 12/5/2025 – Attended ACMHAI Winter Best Practice and Business meeting.
- 12/15/2025 – Attended virtual webinar “What’s Ahead for 2026: Federal & Illinois Policy Updates”.
- 12/16/2025 – Attended virtual ACMHAI Legislative Committee meeting.
- 12/16/2025 – Participated in virtual coaching session with Daniel R.
- 12/16/2025 – Presented to Sycamore Kiwanis Group.
- 1/7/2026 – Participated in virtual ACMHAI Executive Committee meeting.
- 1/7/2026 – Attended Illinois State Legislative Update webinar.
- 1/20/2026 -Attended virtual ACMHAI Legislative Committee meeting.
- 1/20/2026 – Attended virtual coaching session with Daniel R.

REVENUE AND EXPENDITURE REPORT FOR DEKALB COUNTY GOVERNMENT

Balance As of 11/30/2025

GL Number	Description	2025 Amended Budget	YTD Balance 11/30/2025 Normal (Abnormal)	Activity For 11/30/2025 Increase (Decrease)	Balance 11/30/2025 Normal (Abnormal)	Available 11/30/2025 (Abnormal)	% Bgdt Used
Fund: 352 COMMUNITY MENTAL HEALTH FUND							
Account Category: Revenues							
Department: 3710 COMMUNITY MENTAL HEALTH							
352-3710-30150	PROPERTY TAX - MENTAL HEALTH SERVICE	3,257,000.00	3,255,821.44	270,530.03		1,178.56	99.96
352-3710-37100	INVESTMENT INTEREST	20,800.00	77,833.01	12,768.85		(57,033.01)	374.20
352-3710-38100	MISCELLANEOUS REVENUE	100.00	4,868.22	0.00		(4,768.22)	4,868.22
352-3710-39355	TRANSFER FROM: SENIOR SERVICES FUND	7,000.00	7,000.00	0.00		0.00	100.00
352-3710-39357	TRANSFER FROM: OPIOID SETTLEMENT FUND	0.00	7,000.00	7,000.00		(7,000.00)	100.00
352-3710-39517	TRANSFER FROM: LANDFILL HOST BENEFIT	75,000.00	75,000.00	0.00		0.00	100.00
Total Dept 3710 - COMMUNITY MENTAL HEALTH		3,359,900.00	3,427,522.67	290,298.88		(67,622.67)	102.01
Revenues							
		3,359,900.00	3,427,522.67	290,298.88		(67,622.67)	102.01
Account Category: Expenditures							
Department: 3710 COMMUNITY MENTAL HEALTH							
352-3710-40001	SALARIES	166,400.00	144,596.45	12,070.41		21,803.55	86.90
352-3710-43100	HSA CONTRIBUTIONS	3,400.00	2,398.00	218.00		1,002.00	70.53
352-3710-44100	EMPLOYER PORTION FICA	12,800.00	9,655.71	792.19		3,144.29	75.44
352-3710-44200	EMPLOYER PORTION IMRF	10,300.00	8,921.60	744.75		1,378.40	86.62
352-3710-44400	HEALTH INSURANCE	40,500.00	38,634.64	3,512.24		1,865.36	95.39
352-3710-44450	LIFE INSURANCE	200.00	77.00	7.00		123.00	38.50
352-3710-44500	UNEMPLOYMENT INSURANCE	250.00	200.00	0.00		50.00	80.00
352-3710-51100	SUPPLIES	1,650.00	436.36	0.00		1,213.64	26.45
352-3710-51150	COPY MACHINE SUPPLIES	100.00	0.00	0.00		100.00	0.00
352-3710-51200	PRINTING SUPPLIES	1,200.00	609.00	0.00		591.00	50.75
352-3710-51300	SOFTWARE ACQUISITION	200.00	954.75	0.00		(754.75)	477.38
352-3710-51350	BOOKS & SUBSCRIPTIONS	1,200.00	1,599.46	0.00		(399.46)	133.29
352-3710-51360	MEETING SUPPLIES (HOST EXPENSES)	3,000.00	2,795.50	298.31		204.50	93.18
352-3710-61300	MAINTENANCE-EQUIPMENT	1,700.00	172.00	0.00		1,528.00	10.12
352-3710-62100	PROFESSIONAL SERVICES	10,000.00	9,649.80	2,000.00		350.20	96.50
352-3710-63610	CONTRIBUTION TO AGENCIES	3,155,000.00	2,992,925.86	269,613.28		162,074.14	94.86
352-3710-66100	COMMERCIAL SERVICES	700.00	0.00	0.00		700.00	0.00
352-3710-67050	TELEPHONE SERVICES	500.00	400.00	0.00		100.00	80.00
352-3710-67200	POSTAGE	200.00	0.00	0.00		200.00	0.00
352-3710-67250	PUBLIC NOTICES	100.00	399.00	0.00		(299.00)	399.00
352-3710-67400	RENT-SPACE/MAINTENANCE	12,000.00	12,000.00	0.00		0.00	100.00
352-3710-68100	CONFERENCES & REGISTRATIONS	2,700.00	1,098.46	103.00		1,601.54	40.68
352-3710-68200	TRAVEL EXPENSES	3,200.00	1,188.52	553.98		2,011.48	37.14
352-3710-68400	MEMBERSHIPS	10,000.00	8,540.50	0.00		1,459.50	85.41
352-3710-69350	SPECIAL PROGRAMS	300,000.00	297,575.83	30,359.15		2,424.17	99.19
352-3710-69700	DISASTER ASSISTANCE	5,100.00	0.00	0.00		5,100.00	0.00
352-3710-84100	COMPUTER EQUIPMENT	1,500.00	7,820.23	0.00		(6,320.23)	521.35
352-3710-84850	OFFICE FURNITURE & SMALL EQUIPMENT	2,000.00	0.00	0.00		2,000.00	0.00
352-3710-99111	TRANSFER TO: GENERAL FUND	63,000.00	57,750.00	5,250.00		5,250.00	91.67
352-3710-99515	TRANSFER TO: ASSET REPLACEMENT FUND	1,000.00	1,000.00	0.00		0.00	100.00
Total Dept 3710 - COMMUNITY MENTAL HEALTH		3,809,900.00	3,601,398.67	325,522.31		208,501.33	94.53
Expenditures							
		3,809,900.00	3,601,398.67	325,522.31		208,501.33	94.53
Fund 352 - COMMUNITY MENTAL HEALTH FUND:							
TOTAL REVENUES		3,359,900.00	3,427,522.67	290,298.88		(67,622.67)	102.01
TOTAL EXPENDITURES		3,809,900.00	3,601,398.67	325,522.31		208,501.33	94.53

REVENUE AND EXPENDITURE REPORT FOR DEKALB COUNTY GOVERNMENT

Balance As of 11/30/2025

GL Number	Description	2025	YTD Balance		Activity For		Balance	Available	% Bdgt Used
		Amended Budget	Normal	11/30/2025 (Abnormal)	11/30/2025 Increase (Decrease)	11/30/2025 (Decrease)	Normal	11/30/2025 (Abnormal)	
		(450,000.00)		(173,876.00)	(35,223.43)			(276,124.00)	

Fund: 352 COMMUNITY MENTAL HEALTH FUND
NET OF REVENUES & EXPENDITURES:

REVENUE AND EXPENDITURE REPORT FOR DEKALB COUNTY GOVERNMENT

Balance As of 12/31/2025

GL Number	Description	2025 Amended Budget	YTD Balance 12/31/2025 Normal (Abnormal)	Activity For 12/31/2025 Increase (Decrease)	Balance 12/31/2025 Normal (Abnormal)	Available 12/31/2025 (Abnormal)	% Bdg't Used
Fund: 352 COMMUNITY MENTAL HEALTH FUND							
Account Category: Revenues							
Department: 3710 COMMUNITY MENTAL HEALTH							
352-3710-30150	PROPERTY TAX - MENTAL HEALTH SERVICE	3,257,000.00	3,255,821.44	0.00		1,178.56	99.96
352-3710-37100	INVESTMENT INTEREST	20,800.00	77,833.01	0.00		(57,033.01)	374.20
352-3710-38100	MISCELLANEOUS REVENUE	100.00	5,272.01	403.79		(5,172.01)	5,272.01
352-3710-39355	TRANSFER FROM: SENIOR SERVICES FUND	7,000.00	7,000.00	0.00		0.00	100.00
352-3710-39357	TRANSFER FROM: OPIOID SETTLEMENT FUND	0.00	7,000.00	0.00		(7,000.00)	100.00
352-3710-39517	TRANSFER FROM: LANDFILL HOST BENEFIT	75,000.00	75,000.00	0.00		0.00	100.00
Total Dept 3710 - COMMUNITY MENTAL HEALTH		3,359,900.00	3,427,926.46	403.79		(68,026.46)	102.02
Revenues		3,359,900.00	3,427,926.46	403.79		(68,026.46)	102.02
Account Category: Expenditures							
Department: 3710 COMMUNITY MENTAL HEALTH							
352-3710-40001	SALARIES	166,400.00	156,666.87	12,070.42		9,733.13	94.15
352-3710-43100	HSA CONTRIBUTIONS	3,400.00	2,616.00	218.00		784.00	76.94
352-3710-44100	EMPLOYER PORTION FICA	12,800.00	10,482.21	826.50		2,317.79	81.89
352-3710-44200	EMPLOYER PORTION IMRF	10,300.00	9,666.36	744.76		633.64	93.85
352-3710-44400	HEALTH INSURANCE	40,500.00	40,820.44	2,185.80		(320.44)	100.79
352-3710-44450	LIFE INSURANCE	200.00	84.00	7.00		116.00	42.00
352-3710-44500	UNEMPLOYMENT INSURANCE	250.00	200.00	0.00		50.00	80.00
352-3710-51100	SUPPLIES	1,650.00	885.56	449.20		764.44	53.67
352-3710-51150	COPY MACHINE SUPPLIES	100.00	0.00	0.00		100.00	0.00
352-3710-51200	PRINTING SUPPLIES	1,200.00	609.00	0.00		591.00	50.75
352-3710-51300	SOFTWARE ACQUISITION	200.00	954.75	0.00		(754.75)	477.38
352-3710-51350	BOOKS & SUBSCRIPTIONS	1,200.00	1,882.46	283.00		(682.46)	156.87
352-3710-51360	MEETING SUPPLIES (HOST EXPENSES)	3,000.00	3,089.13	293.63		(89.13)	102.97
352-3710-61300	MAINTENANCE-EQUIPMENT	1,700.00	217.30	45.30		1,482.70	12.78
352-3710-62100	PROFESSIONAL SERVICES	10,000.00	9,649.80	0.00		350.20	96.50
352-3710-63610	CONTRIBUTION TO AGENCIES	3,155,000.00	3,253,807.22	260,881.36		(98,807.22)	103.13
352-3710-66100	COMMERCIAL SERVICES	700.00	0.00	0.00		700.00	0.00
352-3710-67050	TELEPHONE SERVICES	500.00	400.00	0.00		100.00	80.00
352-3710-67200	POSTAGE	200.00	2.17	2.17		197.83	1.09
352-3710-67250	PUBLIC NOTICES	100.00	399.00	0.00		(299.00)	399.00
352-3710-67400	RENT-SPACE/MAINTENANCE	12,000.00	12,000.00	0.00		0.00	100.00
352-3710-68100	CONFERENCES & REGISTRATIONS	2,700.00	1,098.46	0.00		1,601.54	40.68
352-3710-68200	TRAVEL EXPENSES	3,200.00	1,867.59	679.07		1,332.41	58.36
352-3710-68400	MEMBERSHIPS	10,000.00	8,540.50	0.00		1,459.50	85.41
352-3710-69350	SPECIAL PROGRAMS	300,000.00	332,642.49	35,066.66		(32,642.49)	110.88
352-3710-69700	DISASTER ASSISTANCE	5,100.00	0.00	0.00		5,100.00	0.00
352-3710-84100	COMPUTER EQUIPMENT	1,500.00	7,820.23	0.00		(6,320.23)	521.35
352-3710-84850	OFFICE FURNITURE & SMALL EQUIPMENT	2,000.00	0.00	0.00		2,000.00	0.00
352-3710-99111	TRANSFER TO: GENERAL FUND	63,000.00	63,000.00	5,250.00		0.00	100.00
352-3710-99515	TRANSFER TO: ASSET REPLACEMENT FUND	1,000.00	1,000.00	0.00		0.00	100.00
Total Dept 3710 - COMMUNITY MENTAL HEALTH		3,809,900.00	3,920,401.54	319,002.87		(110,501.54)	102.90
Expenditures		3,809,900.00	3,920,401.54	319,002.87		(110,501.54)	102.90
Fund 352 - COMMUNITY MENTAL HEALTH FUND:							
TOTAL REVENUES		3,359,900.00	3,427,926.46	403.79		(68,026.46)	102.02
TOTAL EXPENDITURES		3,809,900.00	3,920,401.54	319,002.87		(110,501.54)	102.90

REVENUE AND EXPENDITURE REPORT FOR DEKALB COUNTY GOVERNMENT

Balance As of 12/31/2025

GL Number	Description	2025	YTD Balance		Activity For		Balance	Available	% Bdg't Used
		Amended Budget	Normal	(Abnormal)	12/31/2025 Increase (Decrease)	12/31/2025	Normal	12/31/2025 (Abnormal)	
		(450,000.00)		(492,475.08)	(318,599.08)			42,475.08	

Fund: 352 COMMUNITY MENTAL HEALTH FUND
NET OF REVENUES & EXPENDITURES:

**DeKalb County Community Mental Health Board: Claims Summary for October
December 2025** Claims approved by the Finance Committee Meeting on January 6, 2025 Meeting

Agency Claims

Line Item Number	Name of Claimant	Type of Claim	Amount
63610	4C: Community Coordinated Child Care	December GY26 Grant	2,572.50
63610	Adventure Works	December GY26 Grant	11,580.00
63610	Association for Individual Development	December GY26 Grant	11,180.00
63610	BrightPoint (Children's Home +Aid)	December GY26 Grant	2,083.00
63610	Board of Trustees of NIU (Penguin Players)	December GY26 Grant	1,001.00
63610	Building Leader's Advocating for Change	December GY26 Grant	4,250.00
69350	City of Sandwich	GY26 Special Project (2nd Half)	12,500.00
63610	DeKalb Area Alano Club	December GY26 Grant	1,152.00
63610	DeKalb Behavioral Health Foundation	December GY26 Grant	83,940.66
63610	DeKalb County Community Gardens(Rooted for)	December GY26 Grant	6,662.00
63610	DeKalb County Regional Office of Education	December GY26 Grant	6,416.66
69350	DeKalb County Regional Office of Education	IYS Funding Contract	5,000.00
63610	DeKalb County Sheriff's Dept.	December GY26 Grant	5,250.00
63610	Dynamic Psychiatry (Dr. Marquez)	Hope Haven Psych service	700.00
63610	Elder Care Services	December GY26 Grant	10,150.00
63610	Epilepsy Advocacy Network	December GY26 Grant	2,500.00
63610	Family Service Agency	December GY26 Grant	31,808.25
63610	Greater Elgin Family Care Center	December GY26 Grant	4,052.00
63610	Hope Haven	December GY26 Grant	32,176.75
63610	Jada Hudson	GY26 Officer Wellness Program	675.00
63610	Sugar Grove Wellness	GY26 Officer Wellness Program	600.00
63610	KM Institute LLC	GY26 Officer Wellness Program	225.00
63610	Grounded In Healing	GY26 Officer Wellness Program	100.00
63610	Centennial Counseling Center	GY26 Officer Wellness Program	500.00
63610	First Responders Wellness Center	GY26 Officer Wellness Program	0.00
63610	Walgreens Co.	GY26 Medication Program	0.00
63610	Hyvee	GY26 Medication Program	0.00
63610	NAMI KDK	December GY26 Grant	687.00
63610	Open Door	December GY26 Grant	12,500.00
63610	Opportunity House	December GY26 Grant	12,566.66
63610	RAMP	December GY26 Grant	1,800.00
63610	Safe Passage	December GY26 Grant	16,745.33
63610	Sauk Valley Voices of Recovery	December GY26 Grant	6,216.66
63610	Voluntary Action Center	December GY26 Grant	8,041.25
63610	Youth Outlook	December GY26 Grant	2,666.66
Agency claims total			266,490.13

DeKalb County Community Mental Health Board: Claims Summary for October
December 2025 Claims approved by the Finance Committee Meeting on January 6, 2025 Meeting

Total Claims 268,367.54

Office Claims

Line Item Number	Name of Claimant	Type of Claim	Amount
	First Bank Card		
		Soft Water City	53.15
		Meijer (Meeting Supplies)	38.56
		Amazon (Office and Meeting Supplies)	458.99
		Amazon Credit (Calendar Return)	-6.99
		Gordon Flesch (Printer Maintenance)	22.65
			566.36
69350	DeK. Co Comm Foundation	Foundant Agreement	1,000.00
51350	Grammarly	Pro Subscription	144.00
51360	Family Service Agency	Room Rental Donation	100.00
51100	Office Pro Inc	Office Supplies	67.05
		Office claims total	1,877.41

We hereby certify that the above statement is true and payable from the Mental Health Fund, upon orders issued by the DeKalb County Board.

Perry Maier , Finance Chair

DeKalb County Community Mental Health Board: Claims Summary for January 2026
Claims approved by the Finance Committee Meeting on January 6, 2026 Meeting

Agency Claims

Line Item Number	Name of Claimant	Type of Claim	Amount
63610	4C: Community Coordinated Child Care	January GY26 Grant	2,572.50
63610	Adventure Works	January GY26 Grant	11,580.00
63610	Association for Individual Development	January GY26 Grant	11,180.00
63610	BrightPoint (Children's Home +Aid)	January GY26 Grant	2,083.00
63610	Board of Trustees of NIU (Penguin Players)	January GY26 Grant	1,001.00
63610	Building Leader's Advocating for Change	January GY26 Grant	4,250.00
63610	DeKalb Area Alano Club	January GY26 Grant	1,152.00
63610	DeKalb Behavioral Health Foundation	January GY26 Grant	83,940.66
63610	DeKalb County Community Gardens(Rooted for)	January GY26 Grant	6,662.00
63610	DeKalb County Regional Office of Education	January GY26 Grant	6,416.66
63610	DeKalb County Sheriff's Dept.	January GY26 Grant	5,250.00
63610	Dynamic Psychiatry (Dr. Marquez)	Hope Haven Psych service	1,400.00
63610	Elder Care Services	January GY26 Grant	10,150.00
63610	Epilepsy Advocacy Network	January GY26 Grant	2,500.00
63610	Family Service Agency	January GY26 Grant	31,808.25
63610	Greater Elgin Family Care Center	January GY26 Grant	4,052.00
63610	Hope Haven	January GY26 Grant	32,176.75
63610	Jada Hudson	GY26 Officer Wellness Program	0.00
63610	Sugar Grove Wellness	GY26 Officer Wellness Program	150.00
63610	KM Institute LLC	GY26 Officer Wellness Program	225.00
63610	Grounded In Healing	GY26 Officer Wellness Program	0.00
63610	Centennial Counseling Center	GY26 Officer Wellness Program	0.00
63610	First Responders Wellness Center	GY26 Officer Wellness Program	0.00
63610	Walgreens Co.	GY26 Medication Program	0.00
63610	Hyvee	GY26 Medication Program	101.10
63610	NAMI KDK	January GY26 Grant	687.00
63610	Open Door	January GY26 Grant	12,500.00
63610	Opportunity House	January GY26 Grant	12,566.66
63610	RAMP	January GY26 Grant	1,800.00
63610	Safe Passage	January GY26 Grant	16,745.33
63610	Sauk Valley Voices of Recovery	January GY26 Grant	6,216.66
63610	Voluntary Action Center	January GY26 Grant	8,041.25
63610	Youth Outlook	January GY26 Grant	2,666.66
Agency claims total			248,066.23

Total Claims 250,623.53

DeKalb County Community Mental Health Board: Claims Summary for January 2026
 Claims approved by the Finance Committee Meeting on January 6, 2026 Meeting

Office Claims

Line Item Number	Name of Claimant	Type of Claim	Amount
	First Bank Card		
		Soft Water City (Water Rental)	16.00
		Meijer (KEC Mental Health Meeting)	45.12
		Constant Contact Subscription	100.80
		Jewel Osco (Grief Roundtable Snacks)	23.54
		Enterprise (Car Rental for ACHMAI Business Meeting)	288.66
		Hyatt Regency (Hotel for ACHMAI Business Meeting)	143.30
		Nat's On Maple (ED Evaluation)	109.95
		Sycamore Chamber of Commerce (Membersip)	150.00
		DeKalb Chamber of Commerce (Membersip)	195.00
		DeKalb Chamber of Commerce (Annual Dinner)	160.00
		USPS Postal (Postage)	2.17
		DeKalb Co. Non-Profit Partnership (Membership)	53.00
		Hyatt Regency (Hotel for ACHMAI Business Meeting)	143.30
		Gordon Flesch (Printer Maintenance)	22.65
			1,453.49
69350	DeK. Co Comm Foundation	Foundant Agreement	1,000.00
51350	Cada, Deanna	Travel	103.81
		Office claims total	2,557.30

We hereby certify that the above statement is true and payable from the Mental Health Fund, upon orders issued by the DeKalb County Board.

 Perry Maier , Finance Chair

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD
Board Member/Officer/Committee Member Annual Conflict of Interest Statement

Name:

Date:

Position – Are you

A voting Board Member?

Yes ☐

No ☐

An Officer?

Yes ☐

No ☐

Position:

Committee Member

Yes ☐

No ☐

I affirm the following:

- a. I have received a copy of the DCCMHB Conflict of Interest Policy – Please Initial:
- b. I have read and understand the policy – Please Initial:
- c. I agree to comply with the policy – Please Initial:

Disclosures:

- a. Do you or any of your close family members have a financial interest (current or potential), including compensation arrangement, as defined in the Conflict-of-Interest Policy with the CMHB (i.e., receiving pay for any type of service?)
Yes ☐ No ☐ If yes, please describe it:
- b. Do you or any of your close family members have an ownership, investment or decision-making interest in any entity with which the CMHB has a transaction or arrangement, or a compensation that could potentially be construed as affecting your votes or actions on this board (i.e., owner, part owner, employed by, on the board of, or volunteering (affiliation) for any CMHB funded agencies or vendors)?
Yes ☐ No ☐ If yes, please describe it:

I attest that all potential conflicts of interest have been disclosed, as provided in the Conflict-of-Interest Policy and described herein.

Signature:

(Inclusion of typed name represents signature and agreement of this document)

Date:

Date reviewed by Executive Committee:

DeKalb County Community Mental Health Board
Policies and Procedures

Conflicts of Interest Policy	Approved 5/18/15 Reviewed & Approved: 7/19/2024
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Purpose

The purpose of the conflicts of interest policy is to protect the Community Mental Health Board's (CMHB) interest when contemplating entering into a transaction or arrangement that might benefit the private interest of an officer, Board member, or committee member of the CMHB. This policy is intended to supplement, but not replace, any applicable state laws governing conflicts of interest applicable to governmental entities, nonprofits, and charitable corporations. It is the policy of the CMHB that all Board members, officers, and committee members must avoid personal interests that conflict, or may appear to conflict, with the best interests of the CMHB. When such conflicting interests or appearances cannot be avoided, they must be disclosed.

Definitions

Interested Persons—Any Board member, officer, or member of a committee with board-delegated powers who has a direct or indirect financial interest, as defined below, is an interested person.

Related Party – Any member of the immediate family of the Interested Person (spouse, sibling, parent, grandparent, children) living in the Interested Person's household.

An *Affiliate Person* or *Related Party* is affiliated with an entity if they are an employee, officer, Board member, committee member, or consultant to that entity.

Financial Interest – A person has a financial interest if the person has, directly or indirectly, through business, investment, or family -

- a. An ownership or investment interest in any entity with which the CMHB has a transaction or arrangement, or
- b. A compensation arrangement with the CMHB or with any entity or individual with which the CMHB has a transaction or arrangement, or
- c. A potential ownership or investment interest in, or compensation arrangement with, or benefits from any entity or individual with which the CMHB is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration and gifts or favors that are substantial.

Procedures

1. **Duty to Disclose** – In connection with any actual or possible conflicts of interest, an interested and affiliated person must disclose the existence and nature of their financial interest or affiliation, or that of a related party, to the Board members, officers and members of the committees with board-delegated powers considering the proposed transaction or arrangement. Each Board member shall complete a Conflict-of-Interest Statement at least once during each term of appointment. If any Board member during a term of appointment experiences a substantial change in financial interest or affiliation, an updated Conflict of Interest Statement shall be completed.
2. **Determining Whether a Conflict of Interest Exists** – After disclosing the financial or affiliated interest, the Executive Committee will discuss and vote on whether or not a conflict of interest exists. A person will be deemed to have a Conflict of Interest if they or a Related Party has a financial interest in or is affiliated with any entity that purposes to enter into any transaction or business with the CMHB or such person would otherwise materially benefit, directly or indirectly, from the transaction.
3. **Procedures for Addressing the Conflict of Interest**
 - a. The board president, as chairperson of the Executive Committee, shall, if appropriate, lead the committee in investigating alternatives to the proposed transaction or arrangement.
 - b. After exercising due diligence, the Executive Committee shall determine whether the CMHB can obtain a more advantageous transaction or arrangement with reasonable efforts from a person or entity that would not give rise to a conflict of interest.
 - c. If a more advantageous transaction or arrangement is not reasonably attainable under circumstances that would not give rise to a conflict of interest, the committee shall determine by a majority vote of the disinterested directors of the Executive Committee whether the transaction or arrangement is in the CMHB's best interest and for its benefit and whether the transaction is fair and reasonable to the CMHB and shall make its decision as to whether to enter into the transaction or arrangement in conformity with such determination.
4. **Violations of the Conflicts of Interest Policy**
 - a. If the board or committee has reasonable cause to believe that a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and allow the member to explain the alleged failure to disclose.
 - b. If, after hearing the members' response and making such further investigation as may be warranted in the circumstances, the board or committee determines that the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate corrective action.

Recordings of Proceedings

The minutes of the Executive Committee shall contain:

- a. The names of the persons who disclosed or otherwise were found to have a financial interest or affiliation in connection with any actual or possible conflict of interest, the nature of the financial interest or affiliation, and action taken to determine whether a conflict of interest in fact existed.
- b. The names of the persons who were present for the discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection therewith.

Term of Appointment Statements

Each Board member, officer, and member of a committee with board-delegated powers shall once, during a term of appointment, or if a substantial change occurs, sign a statement that affirms that such person:

- a. Has received a copy of the conflicts of interest policy,
- b. Has read and understands the policy,
- c. Has agreed to comply with the policy, and
- d. Shall submit a disclosure list on which the person identifies all entities in which said person or a related party is an employee, officer, Board member, or consultant to (affiliation) or in which the person or a related party has a financial interest. With respect to members of a person's family living outside the household, the person shall disclose such conflicts of which they have actual knowledge.

DeKalb County Community Mental Health Board
Board Member Engagement Guide

Aside from Board Member Roles & Responsibilities, there are other ways to support the Board's work outside regular board meetings. Below are possible activities for interested and available Board Members. This is not an exhaustive list.

- 1) Strategic Support
 - a. Provide input on strategic plans, including one-year and three-year plans.
 - b. Research and summarize behavioral health trends, research, and policy issues that may be of interest to the Board.
 - c. Assist in identifying service gaps and system improvement opportunities.
- 2) Communications & Education
 - a. Contribute to the annual report, e-newsletter, or other public-facing publications.
 - b. Assist with outreach materials, including flyers, social media posts, and FAQ documents.
 - c. Review website for clarity and accessibility.
- 3) Community & Stakeholder Engagement
 - a. Attend community meetings as a Board Representative.
 - b. Serve as an ambassador of the Board at public engagements.
- 4) Stewardship & Oversight
 - a. With financial expertise, review Nonprofit Financial Indicator Tools, and make recommendations to DCCMHB staff on how to support grantees.
 - b. Assist in the development of grantee financial review procedures.

DeKalb County Community Mental Health Board

Policies and Procedures

Artificial Intelligence (AI) Usage Policy & Procedures	
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Purpose

The DeKalb County Community Mental Health Board (CMHB) supports the use of authorized artificial intelligence (AI) tools to enhance CMHB's work through efficiencies, innovation, discovery, and productivity. The purpose is to guide the ethical and responsible use of AI tools by staff, grant applicants, funded agency staff, vendors, and consultants.

Due to the fast-moving developments in the AI field, the CMHB's policies and procedures will continue to evolve to encompass new technological, legal, and ethical developments in AI tools.

Definitions

- **Artificial Intelligence (AI)**: Computer systems or tools that perform tasks typically requiring human intelligence, including but not limited to generative AI, machine learning, natural language processing, and automated decision-support systems.
- **Authorized AI Tools**: AI tools that have been reviewed and approved by CMHB for use.
- **Confidential Information**: Any non-public information, including personally identifiable information (PII), protected health information (PHI), client records, personnel data, and grant-related data.

Scope

This policy applies to CMHB staff, board members, consultants, vendors, grant applicants, funded agencies, and any third parties acting on behalf of CMHB.

Authorization and Oversight

- CMHB will designate an internal authority (e.g., Executive Director, Executive Committee, or Legal Counsel) responsible for approving AI tools before use.
- Approval will include review of:
 - Data handling and retention practices
 - Security and privacy protections
 - Compliance with applicable laws and regulations
 - Vendor transparency and risk disclosures
- Unauthorized AI tools may not be used for CMHB business.

Procedures

Internal Use

- 1) Use of authorized AI Tools
 - a. To include review of AI Tools' terms of service. The currently suggested AI tools include Claude, ChatGPT, and Grammarly for draft creation and review.
- 2) Protect confidential information and maintain security and privacy
 - a. Staff shall not input confidential, sensitive, or personally identifiable information into AI tools unless explicitly authorized.
 - b. AI tools may not be used to generate, analyze, or summarize:
 - i. Client or patient records
 - ii. PHI or HIPAA-regulated data
 - iii. Personally identifiable information related to service recipients
 - c. Staff must comply with all applicable privacy, data protection, and records retention laws.
- 3) Be transparent and disclose use
 - a. Staff must disclose the use of AI when it materially contributes to internal work products, analyses, or recommendations.
- 4) Staff using AI tools are responsible for the accuracy of content generated by AI, and the content will be consistent with the values of the CMHB.
- 5) Staff are responsible for understanding the limitations, risks, and appropriate use of AI tools.
- 6) Respect copyrights and other intellectual property.
- 7) Appropriate uses of AI Tools
 - a. Creating drafts of emails, reports, and summaries that are carefully reviewed and appropriately edited.
 - b. To generate ideas, outlines, and refine existing concepts.
 - c. Assist in identifying trends and summarizing datasets.
 - d. AI translation tools for internal purposes.
 - e. For note-taking and summaries of meetings.
- 8) CMHB will not use AI for
 - a. Generating final work products without meaningful human review and CMHB approval.
 - b. CMHB will not use AI systems that make or materially influence decisions affecting access to services, funding, or benefits.
 - c. Using AI for hiring decisions or personnel evaluations.
 - d. Using AI for grantmaking decisions.
 - e. Relying on AI for legal or financial guidance.
 - f. Modifying copyrighted materials such as known works, by author, or character.
 - g. Surveillance or monitoring of staff, clients, or grantees.
 - h. Automated decision-making affecting services, funding, or compliance.

External Use – by consultants, vendors, grant applicants, and grantees

External use policies protect the CMHB from potential liability. To balance the needs of external parties to the CMHB while protecting CMHB interests, contracts with third parties may include the following terms, as applicable.

- 1) Disclosure when AI is a primary contributor to the final work product.
- 2) AI-generated content must not be presented as solely human-created when disclosure is required by policy, law, or contract.
- 3) CMHB may require documentation of AI use for audit or compliance purposes.
- 4) Representation that the work product does not violate copyright or other intellectual property rights.
- 5) External parties are responsible for the accuracy of content generated by AI, and the content will be consistent with CMHB funding guidelines or published values.
- 6) External parties are responsible for understanding the limitations, risks, and appropriate use of AI tools.
- 7) Protect confidential information and maintain security and privacy
 - a. External parties shall not input confidential, sensitive, or personally identifiable information into AI tools unless explicitly authorized.
 - b. AI tools may not be used to generate, analyze, or summarize:
 - i. Client or patient records
 - ii. PHI or HIPAA-regulated data
 - iii. Personally identifiable information related to service recipients
 - c. External parties must comply with all applicable privacy, data protection, and records retention laws.
- 8) Equity, Fairness, and Ethical Use
 - a. AI tools shall not be used in ways that perpetuate bias, discrimination, or inequitable outcomes.
 - b. External parties must critically assess AI outputs for bias, inaccuracies, or harmful assumptions, particularly when related to vulnerable populations.
- 9) Failure to comply with this policy may result in corrective action as determined by the CMHB.

Add contract language:

- Comply with CMHB's AI use policy and applicable laws
- Prohibit use of CMHB data for AI training without written consent
- Indemnify CMHB against claims arising from AI-generated content
- Maintain documentation of AI use upon request

Policy Review

This policy will be reviewed periodically and updated as needed to reflect evolving legal, technological, and ethical standards.

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

2500 N. Annie Glidden Rd., Suite B, DeKalb, IL 60115 Phone : 815.899.7080 Fax : 815.899.6708



DeKalb County Community Mental Health Board One-Year Plan: 2026

Mission: Through leadership and funding, the DeKalb County Community Mental Health Board supports access to high-quality behavioral healthcare services for DeKalb County residents.

The Core Values Statement emphasizes shared beliefs that inform the behavior of all members, including community engagement efforts.

- ❖ **Leadership** – The DCCMHB will articulate a positive vision of a community where access to behavioral health services is available to all and support that vision through careful planning, goals, strategies, and actions
- ❖ **Responsibility** – The DCCMHB will promote mutual trust between the profession and the public that requires responding to community needs for mental health and wellness, being reliable, transparent, and trustworthy, demonstrating problem-solving and decision-making skills, and being accountable for what we do and who we are.
- ❖ **Service** – The DCCMHB will maintain careful stewardship of human and financial resources, positive contributions to the broader community, support addressing the behavioral healthcare needs of community members and behavioral healthcare organizations, and share time and talents with others
- ❖ **Community** – The DCCMHB will partner with a network of people with a common agenda, cause, and/or interest who collaborate by sharing ideas, information, and other resources.

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

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January 2026

The DeKalb County Community Mental Health Board (DCCMHB), pursuant to the Community Mental Health Act (405 ILCS 20/) requirements, requires the County Mental Health Board to provide both short-term and long-range planning. This one-year plan, developed and approved by the DeKalb County Community Mental Health Board, includes specific goals for the upcoming year. The DCCMHB is committed to understanding the current community landscape in the areas of mental health, substance use disorder, and developmental disabilities and responding to concerns raised by residents and partner organizations.

The DeKalb County Health Department completed its IPLAN (Illinois Project for Local Assessment of Need) for 2022 – 2027. The top three health priorities identified in DeKalb County for 2022 – 2027 are behavioral healthcare, access to care, and substance abuse. Northwestern Medicine Kishwaukee Hospital completed its 2025-2007 Community Health Implementation Plan. The identified priority health needs are access to healthcare, behavioral health, and cardiovascular disease. In the Illinois Youth Survey 2024 County Report, 35% of 8th graders reported feeling so sad and hopeless almost every day for 2 or more consecutive weeks that they stopped doing some usual activities. The Ogle/DeKalb ROSC Council community needs assessment noted several findings, including that alcohol is the number one substance abused in the community, public transportation is a significant need of the recovery community, and access to treatment is a great need. These assessments are taken into consideration in the development of this annual plan.

The current atmosphere around behavioral healthcare impacts the identification of priority areas. At the federal level, threats of funding cuts to behavioral healthcare services have left agencies unsure of their financial stability. Changes to Medicaid and Medicare requirements have individuals concerned about access to services, including the ability to pay. Per the American Psychiatric Association, more Americans are prioritizing mental health care, particularly younger adults (psychiatry.org). Americans continue to report feeling anxious and uncertain about the future.

The Mental Health Board is committed to working with local behavioral healthcare agencies to preserve services, support the behavioral healthcare workforce, and continue to work on access to services for all residents of DeKalb County, IL. This annual plan serves as the guiding principle for that work.

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

2500 N. Annie Glidden Rd., Suite B, DeKalb, IL 60115 Phone : 815.899.7080 Fax : 815.899.6708

2025 One-Year Plan Development Progress Report

- 1) Improve access to services for 0 – 7-year-old children in DeKalb County
 - a. Determine the benefits/challenges of developing a local system of care for young children.
 - i. Utilizing the IRIS System and partnership with the DeKalb County Regional Office of Education to review the benefits and challenges of IRIS as the backbone of a system of care
 - b. Proactively working with partner organizations to provide quality behavioral healthcare in areas of identified need for 0 – 7-year-old children.
 - i. Leverage IRIS System data to identify strengths and gaps in services to young children and families.

Update: In Grant Year 2025, the DCCMHB provided funding to the DeKalb County Regional Office of Education (ROE) to maintain the IRIS (Integrated Referral and Intake System) program and Community Navigator position. IRIS is a one-step connection hub where organizations can easily share, track, and coordinate services for DeKalb County residents. As of October 2025, IRIS DeKalb County works with 68 community organizations and six school districts, has 385 users, has received 2,697 referrals, and has 1,747 family profiles. The program has an 88% referral completion rate and a 56% completion rate. The ROE also convenes a Birth to Eight stakeholders group committed to understanding and providing programming to young children with behavioral healthcare issues. The current priority for the Birth to Eight group is ensuring DeKalb County is a trauma-aware community. The DCCMHB is committed to supporting, monitoring, and participating with the ROE on improving access to services for 0-7-year-old children. This work is embedded in the DCCMBH funding cycle and is not included in the 2026 annual plan.

- 2) Collaborate with the Collaborative for Equity and Belonging in Behavioral Healthcare (CEBiB) to
 - a. Support reducing barriers that prevent community members from accessing behavioral healthcare by creating hyperlocal activities to engage community members.
 - b. Through community engagement, provide education on the range of behavioral healthcare services available, including wellness, prevention, education, intervention, and postvention opportunities.

Update: In October 2020, the DCCMHB convened a committee to review both internal and external policies to ensure that all people in DeKalb County have access to behavioral healthcare services where, when, and how they want them. This initial committee evolved into the Collaboration for Equity and Belonging in Behavioral Healthcare (CEBiB) Committee, composed of DCCMHB members and community members who reflect DeKalb County's population. A community-wide needs survey was conducted in 2023, and a formal analysis of the results was completed in July 2024. Those results have led to a targeted outreach strategy

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

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to familiarize DeKalb County communities with the work of the DCCMHB and its funded agencies, and to exchange ideas and information on how best to serve all communities. On an annual basis, CEBiB Committee members take part in the DeKalb Chamber Community Expo, the DeKalb Pride event, Juneteenth event, and the City of DeKalb Fun Jam in the Park, as well as other opportunities as they arise. Members of the committee worked together to introduce the Community Wellness series, hosted at a local church, which provided health and wellness information to community members in a safe and supportive environment. The CEBiB committee, for 2026, will launch a funding program to help community members access services through grassroots programs and agencies in a meaningful and effective way.

- 3) Expand Trauma-Specific Services and Support. Identify and support evidence-based trauma-informed care models to integrate across the human services system.
 - a. Provide training and technical assistance to providers on trauma-informed practices and interventions.
 - b. Support initiatives that enhance access to trauma-focused treatment of individuals and families impacted by adverse experiences.

Update: The DCCMHB is working with the DeKalb County ROE on the Birth to 8 Committee, focusing on trauma awareness and trauma-focused activities. The Committee is working to utilize the Basics DeKalb County Framework (basicsdekalbcounty.org) as a universal precautions strategy for trauma-informed care. DCCMHB representation will continue to work with the Birth to 8 committee to identify training and technical assistance needs of community providers and members.

- 4) Strengthen Suicide Prevention Efforts
 - a. Promote community-based strategies to reduce suicide risk and enhance protective factors;
 - i. Foster healthy connections by engaging community members in shared activities.
 - ii. Implement resilience-building programs across different age groups.
 - iii. Develop upstream suicide prevention strategies.
 - b. Support collaboration with local organizations, schools, and healthcare providers to enhance suicide prevention training and outreach.

Update: In 2024, the DCCMHB reconvened the Suicide Prevention Committee, a group of suicide prevention and intervention stakeholders, to develop opportunities to educate, inform, and support community members around suicide prevention, intervention, and postvention. Committee members, with support and direction from Northwestern Medicine, created and hosted two successful workshop series for behavioral healthcare professionals. The committee supports annual suicide awareness and prevention activities, including the Out of Darkness Community Walk and Be the One to Save the Life of a Veteran event. In 2025, Northwestern Medicine received grant funding for a Zero Suicide program and became the lead organization

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

2500 N. Annie Glidden Rd., Suite B, DeKalb, IL 60115 Phone : 815.899.7080 Fax : 815.899.6708

for this work. The DCCMHB remains a member of the committee and supports suicide awareness, prevention, and intervention efforts in DeKalb County.

DRAFT

Opioid Settlement Application

Organization Information

- A. Name of Application
- B. Overview of Organization/Case Statement
- C. Proposed program model and evidence-based, evidence-informed programs or strategies to be implemented. (proposed opioid remediation initiative addressing Opioid Use Disorder (OUD) and any co-occurring Substance Use Disorder (SUD) or Mental Health (SUD/MH) as identified in the Opioid Settlement Funding, Exhibit B. This section should provide a clear and concise description of how your organization(s) will address treatment, prevention, or other strategies through the use of the Opioid Settlement Funding.)
- D. Key project staff
- E. Collaborative partners
- F. Anticipated achievements
- G. Proposed Organization budget, proposed program budget.

Organization Qualifications

- H. Report your organization's knowledge and experience with OUD and any co-occurring SUD or SUD/MH disorder prevention, treatment, and recovery services and supports.
- I. Describe your organization's experience with the implementation, management, evaluation, and reporting of any prior grant funding received.

Description of Need

- J. Describe any identified gaps in services of OUD and co-occurring SUD or SUB/MH community-based treatment, prevention, or other services.
- K. Provide relevant data that demonstrates current opioid or substance use treatment, prevention, recovery services, or support needs.

Description of Program Design and Services

- L. Identify the Core Abatement Strategy to be addressed as listed in Exhibit B, Schedule A, Core Strategies, Attachment 1.
- M. Identify the issue to be addressed from Schedule B, Approved Issues, Part One: Treatment, Part Two: Prevention, or Part Three: Other Strategies.
- N. Describe the proposed program design and projected number of individuals to be served.
- O. Discuss the evidence-based, evidence-informed programs or strategies to be implemented.
- P. List titles and credentials of program staff.
- Q. Briefly describe partners and their roles in ensuring the success of the program.

Anticipated Program Outcomes

- R. Identify the anticipated program outcomes.
- S. Describe the indicators that will be employed to carry out for each program outcome.
- T. Identify the measurement tools that will be utilized to evaluate progress for each program outcome.

Budget

- U. Completion of Organization and Project Budgets with line-time descriptions of expenditures and any other anticipated revenue.

Opioid Remediation Settlement Funding – Grant Program

DeKalb County is a recipient of opioid settlement funds that were required from opioid distributors and manufacturers. The opioid epidemic has had a devastating effect on communities, neighborhoods, families, and residents, and the general health and wellness of the DeKalb County, IL population. The DeKalb County Board has approved the appropriation of the Opioid Settlement Funding for the DeKalb County Community Mental Health Board to administer and direct these funds pursuant to the requirements and restrictions set forth by the settlement agreement.

Eligibility Criteria

- 1) Service Area
 - a. The service area shall be DeKalb County, Illinois, serving DeKalb County residents.
- 2) Applicants must provide opioid remediation programs (treatment, services, or other strategies pursuant to Exhibit B: Approved Abatement Programs) for Opioid Use Disorder (OUD) and any co-occurring Substance Use Disorder (SUD) or Mental Health (SUD/MH).
- 3) Any of the following organization types are eligible for funding consideration:
 - a. An individual (including a single-member Limited Liability Company)
 - b. Not-for-Profit organizations must be registered as an Illinois not-for-profit, in good standing with the State of Illinois, and established as a 501 (c) (3) under the Internal Revenue code or applied for such status less than 24 months from the date of application.
 - c. For-profit corporations.
 - d. Governmental entities and departments of DeKalb County Government.
- 4) Additional required criteria
 - a. Exhibit financial accountability, reliability, and stability, as evidenced by financial documentation and/or completion of the Nonprofit Financial Indicators Tool.
 - b. Capacity for service, fiscal, and administration performance.
 - c. Demonstrate, as appropriate, professional staff with academic certification, state licensure, and proper experience.
 - d. Successful applicants shall enter into a Service Agreement between the organization and the DeKalb County Community Mental Health Board, which will spell out the conditions of funding.
 - e. Applicants must comply with the Patient Protection and Affordable Care Act.

Funding Information & Requirements

- 1) This grant program utilizes funding from the Opioid Settlement Funds. Funding allocated under this grant program is intended to provide direct services to children, adolescents, and adults with an Opioid Use Disorder (OUD) and any co-occurring Substance Use Disorder (SUD) or Mental Health disorder (SUD/MH).
- 2) All funding is subject to appropriation by the DeKalb County Community Mental Health Board.
- 3) Grant recipients must adhere to all compliance, reporting, and submission timelines as required by the Opioid Settlement.
- 4) Program/project budgets should be presented in connection with the organization's overall budget for the upcoming fiscal year. The budgets should include brief line-item comments explaining how the requested funding will be used. Examples are provided in Exhibit A.

Grant Year 2027 Development & Funding Application Timeline
Grant Period July 1, 2026 – June 30, 2027

Tuesday, January 6, 2026	Grant Program Development & Application Review and Approval – DCCMHB Finance Committee.
Monday, January 26, 2026	Grant Program Development & Application Review and Approval – DCCMHB Full Board
Thursday, February 26, 2026	Grant-Seekers Workshop, Five Seasons Room, COB
Monday, March 2, 2026	Grant Application Available
Friday, April 24, 2026	Grant Applications Due
Tuesday, May 12, 2026	Finance Committee – Grant Application First Looks
Monday, May 18, 2026	Full Board – Grant Application First Looks
Tuesday, June 9, 2026	Finance Committee – Grant Application Funding Recommendations
Monday, June 15, 2026	Full Board – Grant Application Funding Approvals
Wednesday, July 1, 2026	Funding Contracts Due – Grant program funding start date

**First Responder Wellness Program Utilization Report
January 2026**

Six DeKalb County First Responder Departments utilize the program.

DeKalb County Sheriff's Office
DeKalb Police Department
DeKalb Fire Department
Sycamore Police Department
Sycamore Fire Department
Shabbona Fire Department

Original Funds Allocated	\$35,000.00
Additional Funds Allocated 3/2024	\$30,000.00
Additional Funds Allocated 3/2025	\$30,000.00
Total Allocated	\$95,000.00
Spent to Date 12/30/2025	\$70,240.00
12/30/2025 Balance	\$24,760.00

Department	2025 Number Served	Total 2025 Funds Used
DeKalb County Sheriff's Office	0	0
DeKalb Fire Department	12	\$6,650.00
DeKalb Police Department	7	\$9,660.00
Shabbona Fire Department	0	0
Sycamore Fire Department	6	\$3,150.00
Sycamore Police Department	8	\$2,400.00
Total	33	\$21,860.00

Seven Providers are utilized for the FRWP

Centennial Counseling – St. Charles Office
Dr. Carrie Steiner – First Responder Wellness Center
Jada Hudson – Hudson Clinical Counseling
Jennifer Murphy – Grounded in Healing
Kristy McKiness – KM Institute
Melissa Joseph – Sugar Grove Wellness
Kimberly Johnson – KJ Jones Counseling Services, PLLC

Provider	Number Served	Total Funds Used
Centennial Counseling	1	\$1,700.00
First Responder Wellness Center	1	\$2,035.00
Jada Hudson	3	\$1,575.00
Jennifer Murphy	1	\$2,300.00
KM Institute	7	\$4,575.00
Sugar Grove Wellness	20	\$9,675.00
KJ Jones Counseling Services	0	0
Total	33	\$21,860.00

**First Responder Wellness Program Utilization Report
(2018) 2023-2025**

Six DeKalb County First Responder Departments utilize the program.

DeKalb County Sheriff's Office
DeKalb Police Department
DeKalb Fire Department
Sycamore Police Department
Sycamore Fire Department
Shabbona Fire Department

Original Funds Allocated	\$35,000.00
Additional Funds Allocated 3/2024	\$30,000.00
Additional Funds Allocated 3/2025	\$30,000.00
Total Allocated	\$95,000.00
Spent to Date 12/30/2025	\$70,240.00
12/30/2025 Balance	\$24,760.00

Department	2018-2023	2024 Number Served	2025 Number Served	Total Unduplicated	Up to 2023	Total 2024 Funds Used	Total 2025 Funds Used	Total Funds Program
DeKalb County Sheriff's Office	1	3	0	3	\$600.00	\$2,125.00	0	\$2,725.00
DeKalb Fire Department	11	20	12	22	\$9,685.00	\$17,010.00	\$6,650.00	\$33,345.00
DeKalb Police Department	4	6	7	7	\$4,645.00	\$15,610.00	\$9,660.00	\$29,915.00
Shabbona Fire Department	0	1	0	1		\$750	0	\$750
Sycamore Fire Department	7	12	6	15	\$4,350.00	\$7,125.00	\$3,150.00	\$14,625.00
Sycamore Police Department	11	13	8	18	\$4,435.00	\$5,560.00	\$2,400.00	\$12,395.00
Total	34	55	33	66	\$23,715.00	\$48,180.00	\$21,860.00	\$93,755.00

Seven Providers are utilized for the FRWP

Centennial Counseling – St. Charles Office
Dr. Carrie Steiner – First Responder Wellness Center
Jada Hudson – Hudson Clinical Counseling
Jennifer Murphy – Grounded in Healing
Kristy McKiness – KM Institute
Melissa Joseph – Sugar Grove Wellness
Kimberly Johnson – KJ Jones Counseling Services, PLLC

Provider	Numbers Served to 12/2023	Number Served 2024	Number Served 2025	Total Unduplicated	Total Funds Used To 12/2023	Total Funds Used 2024	Total Funds Used 2025	Total Funds for Program
Centennial Counseling	1	2	1	2	\$2,400.00	\$5,000.00	\$1,700.00	\$9,100.00
First Responder Wellness Center	0	1	1	1	0	\$1,665.00	\$2,035.00	\$3,700.00
Jada Hudson	9	12	3	11	\$5,505.00	\$7,755.00	\$1,575.00	\$14,835.00
Jennifer Murphy	2	3	1	3	\$3,000.00	\$8,500.00	\$2,300.00	\$13,800.00
KM Institute	9	13	7	16	\$5,475.00	\$8,175.00	\$4,575.00	\$18,225.00
Sugar Grove Wellness	13	24	20	33	\$7,335.00	\$17,085.00	\$9,675.00	\$34,095.00
KJ Jones Counseling Services	0	0	0	0	0	0	0	
Total	32	55	33	66	\$23,715.00	\$48,100.00	\$21,860.00	\$93,755.00

CEBiB Grant Program 2026 Funding Timeline

Funding Period: July 2026 – June 2027

Thursday, March 5, 2026, at 3:00 p.m.	Grantseekers Workshop
Monday, March 9, 2026	Grant Funding Applications Available
Friday, May 8, 2026	Grant Funding Applications Due
Thursday, May 21, 2026	CEBiB Committee Grant Review
Tuesday, June 9, 2026	DCCMHB Finance Committee Recommendation
Monday, June 15, 2026	DCCMHB CEBiB Grant Funding Approval
Thursday, July 16, 2026	CEBiB Grants Awarded – Contracts forward for signatures