

**DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD**  
**FINANCE COMMITTEE**  
**MINUTES OF MEETING**  
October 13, 2008

Approved

**Committee Members Present:** Cynthia Luxton, Charles G. Rose, Eileen Dubin, John Rogalin

**Other Persons Present:**

**Office staff:** Kathy Ostdick

**1. CALL TO ORDER**

Ms. Luxton called the meeting to order at 8:02 a.m.

**2. AGENDA**

The agenda was approved by consensus.

**3. MINUTES**

*Mr. Rogalin moved to approve the September 2008 minutes; seconded by Ms. Dubin. The motion passed on a voice vote.*

**4. OFFICE REPORT**

The FY09 County Budget Narrative was discussed because under #16, it was stated that \$40,000 of the proposed \$130,000 levy increase for the Mental Health Board would be diverted to Court Services for an additional Adult Probation Officer. Since the CMHB had submitted a letter in October 2008 requesting that our levy be a separate limiting rate, we need to find out more information as to the validity of this financial diversion. Ms. Ostdick will speak to Gary Hanson regarding this issue.

**5. GY09 RFP**

Ms. Ostdick asked for Board direction on how to handle the RFP's as they are received. Ms. Ostdick will keep Ms. Luxton informed as to the number of RFP's received. Also, Mr. Flora had called the office several days ago to discuss 2 RFP's that he will be submitting. He will be asking for funding for two more Psychiatrists; one Spanish speaking person, and one originally from Ghana. He will also be asking for funding for Drug Court counselor meeting time. Their DASA funding for this purpose has been cut.

Ms. Luxton instructed Ms. Ostdick to inform any agencies turning in more than one RFP, to prioritize them and also give an explanation as to why they are prioritized that way.

**6. GORDON CENTER REQUEST FOR A FINANCIAL ADVANCE**

Included in today's information is the letter from the Gordon Center that was received at the last Board meeting on September 15, requesting a financial advancement of \$304,000. That request has been superceded by another request received on October 9 stating that the Gordon Center has received \$186,000 in back payments from the State and they are now asking for monthly advancements; in November to received the November and December grant, in December to receive the January and February grant, etc.

Mr. Rose expressed concern for setting a precedent in giving monthly advances. Mr. Rogalin stated that most agencies should be expecting payment delays over 60 days from the State and also that if the Gordon Center is experiencing a shortfall now, what will happen if the financial problems continue for some time. It was also discussed as to the Gordon Center Foundation's financial interest in alleviating the Gordon Center's financial crisis.

*Mr. Rogalin moved to decline to offer a loan and/or advance grant payment to the Ben Gordon Center at this time; seconded by Ms. Dubin. The motion passed unanimously on a roll call vote.*

Mr. Rogalin suggested that a letter of explanation of our decision be sent to the Gordon Center. Mr. Rose volunteered to call Mr. Flora to discuss this in person and a formal letter will be sent.

#### **7. PSYCHIATRIC EVALUATION SUBSIDY PROGRAM FOLLOW-UP**

As was decided at the last Finance Committee meeting, this topic will be re-evaluated in 6 months.

#### **8. OUTCOMES - GORDON CENTER**

Ms. Ostdick reported that the Gordon Center had submitted their JCAHO report as requested by the Finance Committee so that the committee could see what types of outcomes are being reported to JCAHO. The information in the JCAHO paperwork is not what the Board is looking for in requesting outcomes reporting. Ms. Ostdick reported that Mr. Flora said that several of his employees were getting together to figure out what the Board wants and that they will be contacting Sharon Mills (who did the Outcomes Training for the Board) for guidance. Ms. Ostdick was asked to contact Sharon Mills to inform her that the Gordon Center will be contacting her and that the CMHB would like a report from her after her meeting with the Gordon Center as to what was generally found and what would be realistic for the Board to expect from any agency.

The Outcomes subject will be put on hold until after Sharon Mills meets with the Gordon Center.

#### **9. APN QUARTERLY UPDATE**

Ms. Luxton asked about the APN quarterly report. Ms. Ostdick has already asked the Gordon Center for their updated report and we will have that by the Board meeting.

#### **10. APPROVE BOARD MEETING AGENDA**

The Board meeting agenda was approved by consensus.

#### **11. DATE OF NEXT FINANCE COMMITTEE MEETING: 11/10/08**

#### **12. ADJOURNMENT**

The meeting was adjourned at 9:15 a.m.

Respectfully submitted,

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Cynthia Luxton, Committee Chairman

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Kathy Ostdick, Recording Secretary