

**DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD**  
**EXECUTIVE COMMITTEE**  
**MINUTES OF MEETING**

**November 6, 2017**

**Approved**

**Committee Members Present:** Jerry Helland, Jane Olson

**Staff Present:** Deanna Cada, Kathy Ostdick

**Other Persons Present:** Dianne Leifheit

**1. Call to Order**

Mr. Helland called the meeting to order at 5:00 p.m.

**2. Agenda**

*Ms. Olson moved to approve the agenda; seconded by Mr. Helland. The motion passed unanimously on a voice vote.*

**3. Approval of Minutes**

*Ms. Olson moved to approve the minutes of the 10/2/17 meeting; seconded by Mr. Helland. The motion passed unanimously on a voice vote.*

**4. Office Report**

Ms. Cada reported that the Mental Health 1<sup>st</sup> Aid training in Sandwich was a success. There were approximately 13 attendees. One attendee emailed Ms. Cada to say that the training was fun. Ms. Cada added that we have had four trainings and she would like to continue with additional trainings.

Ms. Cada will be attending the DeKalb County Health and Human Services Committee meeting this evening to present the first 211 report and to be present for a discussion on the inter-governmental agreement for the DeKalb County Community Action arrangement.

Ms. Cada reported to the Committee that Dave Miller is no longer with the Family Service Agency. Tynisha Clegg is Acting Executive Director for the time being.

The next ACMHAI meeting is 12/7 & 12/8 at the Tremont Hotel in Chicago.

**5. Open Board Position & Board Member Terms - Status**

Ms. Cada reported that Jenny Geltz' name has been forwarded to the DeKalb County Board for appointment. Ms. Cada received another letter of interest and will set a time for a Board interview.

## **6. Approval of the 50<sup>th</sup> Anniversary Subcommittee Minutes**

*Ms. Olson moved to approve the minutes from the final September 27, 2017 meeting of the 50<sup>th</sup> Anniversary Ad Hoc Committee and recognized that they did a great job; seconded by Mr. Helland. The motion passed unanimously on a voice vote.*

## **7. GY19 Grant Application**

Ms. Cada discussed the GY19 grant application and suggested that the application stay the same as last year except for the changes in the funding guidelines.

## **8. Administrative Assistant and Executive Director Performance Reviews**

Ms. Cada informed the Committee that the reviews should be discussed at the next Executive Committee meeting and then by the full Board in December.

## **9. One Year Plan**

Tabled

## **10. Date of Next Executive Committee Meeting: 12/04/17**

## **11. Adjournment**

The meeting was adjourned at 5:20 p.m.

Respectfully submitted,

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Jerald Helland, Board President

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Kathy Ostdick, Recording Secretary