

**DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD**  
**MEETING MINUTES**

February 28, 2005

**Board Members Present:** Robert Krogman, Julia Fullerton, Maureen Russell, Jeannette Vaupel, Norm Gilbert, Doug Fraley, Opal Zitka

**Board Members Absent:** Regina Parker

**Other Persons Present:** Staff: Elizabeth Carney

The Community Mental Health Board meeting was called to order at 7:08 p.m. by the President, Bob Krogman.

**AGENDA**

**MR. FRALEY MOVED TO APPROVE THE AGENDA AS PRESENTED; SECONDED BY MS. FULLERTON. ALL WERE IN FAVOR ON A VOICE VOTE.**

**INTRODUCTIONS**

Mr. Krogman introduced and welcomed the new Executive Director, Ms. Carney.

**MINUTES**

A review of the December, 2004, minutes indicated that the executive session minutes were not attached. Approval was tabled until the minutes are available.

**MS. RUSSELL MOVED TO APPROVE THE MINUTES OF THE JANUARY 24, 2005 MEETING; SECONDED BY MS. ZITKA. ON A VOICE VOTE, THE MOTION CARRIED UNANIMOUSLY.**

**CORRESPONDENCE AND ANNOUNCEMENTS**

Mr. Krogman thanked Ms. Fullerton for making the arrangements for Mr. Lane's farewell open house. The Board Members expressed appreciation also.

Ms. Carney directed the Members' attention to the January 26, 2005, letter from the Ben Gordon Center stating that they have met the Board's challenge to raise \$50,000 dollars in matching

funds. They are requesting the one-time payment by the Board of \$50,000 for their interior remodeling project. Ms. Carney noted that this amount is included in this month's Claims.

There was discussion about the timing of the mailing of board pre-meeting packets and using e-mail to distribute these materials.

The Board received and discussed letters of resignation from Ms. Russell and Ms. Zitka. Mr. Krogman noted that the Board was deeply appreciative of their contributions and the other Board members also expressed their thanks.

Ms. Carney briefly discussed the staff's schedules and the director's goals for the remainder of the grant year.

The Board reviewed the following information:

- a. A flyer about the 12-week Family Education group that started February 17. This group is being presented by the Kane-Kendall-DeKalb chapter of the National Alliance for the Mentally Ill.
- b. A "Save the Date" card for the Association of Community Mental Health Authorities of Illinois spring conference in April. The theme of the conference is "Preserving Community Mental Health in Challenging Times."

Ms. Carney reported that she had been introduced to the County Board members at their February meeting. She used the opportunity to discuss the work of the Mental Health Board and the relationship between the two boards.

Ms. Russell circulated information about the DeKalb County Comprehensive Youth Services Committee which she has been attending as a representative of the Mental Health Board. It meets the first Thursday of the month and is attended by area educators and providers who serve the youth population. Their goal is to increase inter-agency collaboration and joint problem resolution. There is also a Homeless Youth committee, which meets immediately after the first group, which addresses the needs of these youth who are ineligible for housing services from Hope Haven due to their age. It is estimated that there are usually about 18 homeless youth in the county at any given time. Board members expressed interest in having a board member, as well as staff, represent the Board at these meetings.

Some Board members also expressed interest in having a connection with Dresser Court, the new Hope Haven housing facility for chronically homeless persons, as a high percentage of this population has mental health issues. The former executive director has been a member of their board of directors and continues in this role. Staff will follow-up on this.

## **FINANCE REPORTS**

**MR. GILBERT MOVED TO APPROVE THE FEBRUARY AGENCY CLAIMS AS SUBMITTED; SECONDED BY MR. FRALEY. ON A ROLL CALL VOTE THE MOTION PASSED UNANIMOUSLY.**

**MR. GILBERT MOVED TO APPROVE THE FEBRUARY OFFICE CLAIMS AS SUBMITTED; SECONDED BY MS. FULLERTON. ON A ROLL CALL VOTE THE MOTION PASSED UNANIMOUSLY.**

## **COMMUNITY INPUT**

None.

## **COMMITTEE REPORTS**

None.

Mr. Krogman presented Ms. Russell with a plaque honoring her for 22 years of service on the Mental Health Board, from 1983 to 2005. He noted that she had made many important contributions during that time. Other Board members also expressed their appreciation.

## **OLD BUSINESS**

Ms. Carney informed the Board that the contracting period for the consulting services by Jerry Lane, the former director, will expire at the end of February. As he will not be able to complete the number of contracted hours before that time, due to circumstances beyond his control, she requested that the contract period be extended through March 31, 2005. The hours of service that have been provided to date are 28.25, with 37.75 hours remaining in the contract.

**MR. FRALEY MOVED TO EXTEND THE INDEPENDENT CONTRACTOR AGREEMENT WITH JERRY LANE TO MARCH 31, 2005.**

Ms. Carney noted that the county Finance Department had made some suggestions about the wording of Board motions for funding allocations that would facilitate the process of the county's annual external audit. She will bring the suggestions to the next meeting for the Board's consideration.

There was general discussion regarding the Board's presence on websites. There had been a project to develop a Board site as an accessible source of information for the public and our provider agencies, but the project was temporarily postponed due to consultant unavailability. Also, the Board meeting minutes are currently posted on the county's website and this will be continued. The Board confirmed its preference that minutes be posted only after they have been

approved.

The Board's office computer service has been obtained through the Regional Office of Education and the e-mail service has been obtained through a private e-mail account that is no longer available. Mr. Lane had been working on linking the office to the county's computer network as this would facilitate the transfer of information between county departments and the Board office, as well as provide the office staff access to the county's intranet site. This project is continuing and Ms. Carney noted that after many years of not having to pay for internet service, the Board office will now have a monthly expense for internet access. She is contacting internet providers and evaluating their services and costs. She will report to the Board at the next meeting.

## **NEW BUSINESS**

There was discussion about the recruitment of new board members as there have recently been three resignations with effective dates of January 3, 2005, March 1, 2005, and July 2005. Two letters had been recently received from community members interested in serving on the Board. Staff will contact them and will also post notices of the recruitment in area newspapers. Board members will also attempt to identify interested persons. Discussion about the recruitment process revealed a continuing Board commitment to draw members from throughout the county and from a variety of backgrounds.

## **EXECUTIVE SESSION**

**MS. RUSSELL MOVED TO GO INTO EXECUTIVE SESSION TO DISCUSS A STAFF BONUS AND A PERSONNEL ISSUE; SECONDED BY MS. ZITKA. ON A ROLL CALL VOTE, THE MOTION PASSED UNANIMOUSLY.**

**MR. FRALEY MOVED TO RETURN TO AN OPEN SESSION; SECONDED BY MS. FULLERTON. ON A ROLL CALL VOTE THE MOTION PASSED UNANIMOUSLY.**

As the recent resignation of a board member has created a vacancy on the Personnel Committee, Ms. Zitka offered to serve on this committee until her resignation in July, 2005. This will be effective immediately.

**MS. FULLERTON MOVED TO ADJOURN THE MEETING; SECONDED BY MR. GILBERT. ALL WERE IN FAVOR.**

The meeting was adjourned at 9:23 p.m.

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Jeannette Vaupel, Recorder