

# DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

## MINUTES OF MEETING

February 20, 2006

**Board Members Present:** Doug Fraley, Norm Gilbert, Robert Krogman, Regina Parker, Charles Rose, Andrea Gargani, Jeannette Vaupel, Eileen Dubin

**Board Members Absent:** Janice Abizaid

**Other Persons Present:** Office staff: Elizabeth Carney, Kathy Ostlick.

### I. CALL TO ORDER

The meeting was called to order by the President, Doug Fraley at 7:40 p.m.

### II. AGENDA

*Mr. Krogman moved to approve the agenda; seconded by Mr. Gilbert. The motion passed on a voice vote.*

### III. GORDON CENTER ROOF PROJECT PROPOSAL

Mr. Kerner from Burnidge, Cassell & Associates, Inc reviewed the terms of the professional service proposal for the roofing project at the Gordon Center and answered questions from the Board. He reviewed the components of the project and the estimated cost. The Board thanked him and he left the meeting. The Board then discussed the proposal noting that it needed to be revised so the dates would be current and the payment schedule would be consistent with the County's claims schedule.

*A motion to accept the Professional Services Proposal from Burnidge, Cassell & Associates, subject to revising the dates and the payment schedule, so it is consistent with the County claims schedule, was made by Mr. Gilbert, seconded by Ms. Dubin. The motion passed unanimously on a roll call vote.*

### IV. INTRODUCTIONS

Ms. Dubin, the new County Board liaison on the Mental Health Board, was introduced to the Board by Mr. Fraley.

### V. MINUTES

*Mr. Fraley moved to approve the minutes with changes of the January 2006 Board Meeting as noted in discussion; seconded by Ms. Gargani. The motion passed on a voice vote.*

### VI. COMMUNITY INPUT

There was no community input.

## **VII. CORRESPONDENCE AND ANNOUNCEMENTS**

Ms. Carney presented several newspaper articles and advertisements about funded agencies for the Board's review, including a notice of a NAMI Family to Family Education Group which will start in February and a local Caregivers Support Group.

## **VIII. FINANCE REPORTS**

Ms. Carney presented the monthly revenue and expenditure report. The expenditures are well within the expected monthly and year-to-date percentages.

*Mr. Gilbert moved to approve the January 2006 agency claims in the amount of \$113,541.00; seconded by Ms. Vaupel. The motion passed unanimously on a roll call vote.*

*Mr. Gilbert moved to approve the January 2006 office claims in the amount of \$1,615.36; seconded by Mr. Rose. The motion passed unanimously on a roll call vote.*

## **IX. DIRECTOR'S REPORT**

Ms. Carney presented the following information:

- A. An update on her meeting with Richard Salazar and John Froom about the possibility of developing a Consumer Advocate position. They are very interested in making this service available locally. Ms. Carney encouraged them to follow up the meeting by taking the idea to Reality House staff and clients as their next step. She will report any further developments to the Board.
- B. A report on her meeting with the director of Suicide Prevention Services in Batavia to explore possible projects for collaboration.
- C. The Hearing Schedule was discussed and copies given to the Board.
- D. The Ben Gordon Center Psychiatric Evaluation Purchase of Care contract was reviewed and terms that need clarification were discussed. Ms. Carney will give a follow-up report to the Board.

## **X. COMMITTEE REPORTS**

The Personnel Committee has completed the Executive Director's annual performance review and will give a report during the Executive Session.

Ms. Vaupel also noted that the slate of nominations for Board officers for Grant Year 2007 will be presented no later than May and will be voted on at June Board Meeting.

## **XI. OLD BUSINESS**

Veteran's Commission: Mr. Fraley reported that he and Ms. Carney met with Herb Holderman of the Veteran's Commission to discuss possible areas of collaboration to meet the mental health needs of returning veterans. Informational brochures about the upcoming Veteran's Assistance Commission referendum were passed out. The Board discussed these issues.

Gordon Center Lease: The current lease was given to the Gordon Center and we are waiting for Center's Board to sign it. Ms. Carney reported that the Center's administration had noted that there were concerns about the current HVAC's equipment ability to handle the heating and cooling load if the proposed remodeling is done. She asked the Board to address the need to have this concern evaluated, possibly by having a mechanical engineer evaluate the equipment and the proposed project.

***Mr. Krogman moved to request that the Gordon Center HVAC be evaluated; seconded by Ms. Dubin.*** There was further discussion by the Board. ***The motion was then withdrawn by Mr. Krogman, seconded by Ms. Dubin.***

The Board then instructed Ms. Carney to contact the Gordon Center expressing its concern regarding the HVAC equipment and report back to the Board.

## **XII. NEW BUSINESS**

Ms. Carney presented a request from the Blackhawk Region Critical Incident Stress Management Team for \$2,000 to assist with an upcoming team member training. The Board has previously assisted this volunteer group as they provide important services for first-responder personnel and other persons involved in emergency services.

*A Motion was made by Mr. Rose to allocate \$2,000 to the Blackhawk Region CISM for training as a one-time payment from Special Projects; seconded by Ms. Gargani. The motion passed unanimously on a voice vote.*

## **XIII. EXECUTIVE SESSION**

*A motion was made by Mr. Krogman to go into Executive Session, seconded by Ms. Gargani. The motion passed on a voice vote.*

The Executive Session was called to order at 9:05 p.m.

*A motion was made by Mr. Krogman to go out of Executive Session, seconded by Ms. Gargani. The motion passed on a voice vote.*

The Executive Session was adjourned at 9:25 p.m.

## **XIV. ADJOURNMENT**

The meeting was adjourned at 9:26 p.m.

Respectfully submitted,

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Regina Parker, Board Secretary/Treasurer

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Kathy Ostdick, Recording Secretary