

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

MINUTES OF MEETING

July 16, 2007

Board Members Present: Doug Fraley, Janice Abizaid, Eileen Dubin, Robert Krogman,
Charles Rose, Karen Wilkerson, Cynthia Luxton (arrived 7:08 p.m.)

Board Members -Excused Absence: Jeannette Vaupel, Andrea Gargani

Board Members - Absent: None.

Other Persons Present: Debra Leurquin. Office staff: Elizabeth Carney, Kathy Ostidick

I. CALL TO ORDER

The meeting was called to order by the President, Mr. Fraley at 7:03 p.m.

For the first order of business, Mr. Fraley turned the meeting over to the new President, Mr. Charles Rose.

Mr. Rose thanked Mr. Fraley for his dedication and service to the Board as President for the last two years.

II. AGENDA

The Board discussed the current status of the Kishwaukee Hospital psychiatric unit and the community's psychiatry shortage.

Ms. Dubin moved to approve the agenda; seconded by Ms. Wilkerson. The motion passed unanimously on a voice vote.

III. INTRODUCTIONS

Mr. Rose introduced Ms. Leurquin, who was a visitor to the meeting.

IV. MINUTES

Ms. Abizaid moved to approve the minutes of the June 2007 Board meeting as corrected; seconded by Mr. Krogman. The motion passed unanimously on a voice vote.

V. COMMUNITY INPUT

There was no community input.

VI. CORRESPONDENCE AND ANNOUNCEMENTS

Ms. Carney directed the Board's attention to two thank you letters received from the Gordon Center and a flier about the upcoming Quality of Life Report and presentation. This study was partially funded by the Board.

VII. FINANCE REPORTS

Ms. Carney presented the June 2007 revenue and expense reports. Both are within the expected ranges.

Ms. Abizaid moved to approve the July 2007 agency claims in the amount of \$134,053.00; seconded by Mr. Fraley. The motion passed unanimously on a roll call vote.

Ms. Abizaid moved to approve the July 2007 office claims in the amount of \$2,564.29; seconded by Mr. Krogman. The motion passed unanimously on a roll call vote.

VIII. DIRECTOR'S REPORT

The written Director's Report was distributed prior the meeting. There were no questions from the Board members.

IX. COMMITTEE REPORTS

Executive Committee: There was not a July meeting.

Finance Committee: Ms. Luxton and Mr. Fraley presented information from the Finance Committee Meeting. It is the recommendation of the committee that \$36,800 be allocated to the Sheriff's Office so they can contract for assessment and treatment for inmates for mental illness and substance abuse. This would allow the Jail to integrate its medical and behavioral health services. The funding would provide 25 hours per week for psycho-education, and assessment and treatment for mental illness and substance abuse.

Additionally, to address the Board's concern about the continuum of care for persons with mental illness and substance abuse issues that come into contact with the public safety system, the Board's Executive Director will assemble a taskforce to evaluate the current system, identify best practices, and make recommendations. Key stakeholders will be involved in the process. As the recommended GY08 funding is less than the allocated GY07 funding, due to economies in the GY08 plan, the remaining funding could be made available for training and community awareness purposes.

The second Finance Committee recommendation was to allocate GY08 funding up to \$105,000.00 to the Ben Gordon Center for an Advanced Practice Nurse with prescriptive authority to increase access to medication monitoring appointments for Medicaid, sliding scale, and indigent clients. This allocation would be paid on a 1/12 per month basis for 12 months; payment to begin after the APN starts employment. A quarterly report would be required. A possibility of an additional 50% of the first year allocation would be considered for the second year based on performance.

Personnel and Nominations Committee: Mr. Krogman gave a brief report on the meeting that was held to clarify the time-off policy for the office staff. The outcome of the meeting was that the 1988 policy is still in effect.

X. OLD BUSINESS

GY08 Allocations:

- *Mr. Fraley moved to approve the recommendation of the Finance Committee for the allocation to the Ben Gordon Center for the Advanced Practice Nurse:*
 - *Up to \$105,000 for the first year for salary and benefits to increase access to medication monitoring appointments for Medicaid, sliding scale, and indigent clients.*
 - *The allocation will be paid on a 1/12 basis each month for 12 months.*
 - *Payment to begin after the APN starts employment.*
 - *Quarterly reports will be required.*
 - *Consideration will be given for second year funding, based on utilization.*

Seconded by Mr. Krogman. The motion passed unanimously on a roll call vote.

- *Mr. Fraley moved to approve the recommendation of the Finance Committee for the allocation for Jail Based Services:*
 - *Allocate \$36,800 for Jail-Based services to the Sheriff's Office for Grant Year 2008*
 - *The allocation will be distributed on a monthly basis.*
 - *The services to be provided include psycho-education, and mental health and substance abuse assessment and treatment.*
 - *The Board will establish a task force to evaluate the current continuum of care for persons with mental illness and substance abuse issues who come into contact with the public safety system. The taskforce will provide recommendations regarding services and funding to the Board.*
 - *The taskforce will invite participation from the Sheriff's Office and the Ben Gordon Center, as well as other members as appropriate.*
 - *Funding made available by the lower allocation for GY08 for these services will be available to the taskforce for purposes of their education, consultation, and community education.*

Seconded by Mr. Krogman. The motion passed unanimously on a roll call vote.

The FY08 Budget: The FY08 Budget and the Reserve Fund Balance were discussed.

Mr. Fraley moved to accept the FY08 Revenue and Expense Budget as presented; seconded by Ms. Abizaid. The motion passed unanimously on a roll call vote.

The Annual Plan: The Board discussed the FY08 Annual Plan.

Ms. Luxton moved to adopt the Annual Plan as presented; seconded by Ms. Wilkerson. The motion passed unanimously on a voice vote.

XI. NEW BUSINESS

Ben Gordon Center HVAC: The bid for evaluation of the Ben Gordon Center HVAC was discussed.

Mr. Krogman moved to approve the bid for the evaluation of the Ben Gordon Center HVAC system from KJWW Engineering Consultants for \$3,800 as presented; seconded by Ms. Abizaid. The motion passed unanimously on a roll call vote.

Mr. Rose suggested to the Board members that now that some of the large issues facing the Board have been settled, they could think about reviewing some community needs.

XII. ADJOURNMENT

The meeting was adjourned at 8:23 p.m.

Respectfully submitted,

Janice Abizaid, Board Secretary

Kathy Ostdick, Recording Secretary