

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

MINUTES OF MEETING October 15, 2007

Approved

Board Members Present: Charles Rose, Doug Fraley, Janice Abizaid, Eileen Dubin, Robert Krogman, Jeannette Vaupel, Cynthia Luxton

Board Members -Excused Absence: Karen Wilkerson

Board Members - Absent: None.

Other Persons Present: Dr. Laura Avila, Kathleen Dust, Jean McNulty, Barb Cuppert, Donna Schoenfeld, Michael Flora

Office Staff Present: Elizabeth Carney, Kathy Ostdick

I. CALL TO ORDER

The meeting was called to order by the President, Mr. Rose, at 7:14 p.m.

II. AGENDA

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

III. INTRODUCTIONS

Introductions were made.

IV. MINUTES

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

V. COMMUNITY INPUT

There was no community input.

VI. CORRESPONDENCE AND ANNOUNCEMENTS

There were no correspondence or announcements.

VII. FINANCE REPORTS

Ms. Abizaid moved to approve the October 2007 agency claims in the amount of \$121,296.91; seconded by Ms. Dubin. The motion passed unanimously on a roll call vote.

Ms. Abizaid moved to approve the October 2007 office claims in the amount of \$1,755.02; seconded by Ms. Vaupel. The motion passed unanimously on a roll call vote.

VIII. BOARD MEMBER INITIATIVES

Mr. Fraley presented information on returning veterans and their problems, particularly Post-Traumatic Stress Disorder (PTSD).

IX. DIRECTOR'S REPORT

- Hope Haven: Hope Haven had applied for funding for a copier. Ms. Vaupel generously donated the copier from her school.
- Developmental Assets Program: The DeKalb County Community Foundation, along with other entities and interested persons, sponsored a presentation on a survey done with middle and high school students in the county. The purpose of the survey was to identify characteristics of activities and relationships that are protective of youth and support good development. Area agencies will be utilizing the survey results to develop or change programs. A copy of the report was given to Board members.

X. COMMITTEE REPORTS

Executive Committee: The committee recommended the following statement of purpose for the Community Assessment, "to identify and prioritize Mental Health, Developmental Disability and Substance Abuse needs of the community in order to effectively address solutions and allocate resources."

Mr. Krogman moved to approve the statement of purpose; seconded by Ms. Luxton. The motion passed unanimously on a voice vote.

The Committee had also discussed the possibility of the County Board establishing a Jail Savings Plan which would divert Mental Health Board funding to jail construction. Ms. Carney had identified a provision in the Illinois Property Tax Code that allows a Community Mental Health Board to request a separate limiting rate for its annual levy. This would mean that funds levied and collected for mental health services could not be diverted for other purposes. The request would be submitted to the County Clerk.

Mr. Rose moved to direct Ms. Carney to write a letter to the County Board consistent with 35 ILCS 200/18-195 of the Illinois Property Tax Code advising them of the Separate Calculation and everything else that pertains to this section of the Illinois Tax Code; seconded by Mr. Fraley. The motion passed unanimously on a voice vote.

The Committee discussed the possibility of the Board modifying the hearing and allocations processes for Grant Year 2009. The purpose of this would be to continue support for currently funded programs during the Board's community assessment process, while freeing up Board time for education on funding models and related issues. Mr. Rose asked that the Board think about options for this, as well as how they will want to use the community assessment to target areas of need and steering funding for Grant year 2010.

After a review of upcoming issues, there was a consensus to combine the November and December Board meetings on December 10, and the members will then go to a restaurant for dinner together after the meeting. The Board meeting will start at 6:00 p.m.

Finance Committee: The Gordon Center has requested additional Grant Year 2007 funding to pay for their full cost of sign language services. The agency received \$9400 from the Underserved Populations program in GY 2007 and is requesting an additional \$9403. The Committee recognized that this service is required for healthcare providers and acknowledged that the cost could be significant. There were some questions about utilization of this service. The Committee did not come to a decision at the meeting.

The Committee also discussed the study for the jail services. Ms. Luxton suggested that participants should be persons without vested interest and that we should look at other models.

Personnel and Nominations Committee: No report at this time.

XI. OLD BUSINESS

Sexual Harassment Policy: The Sexual Harassment Policy was discussed.

Ms. Luxton moved to adopt the Sexual Harassment Policy; seconded by Ms. Dubin. The motion passed unanimously on a voice vote.

Board Opening: Ms. Rose asked if the visitors had any questions. Several questions were posed. Board members also described Board activities and future plans.

By-Law Revision: The Board briefly discussed the By-law revision which would add the immediate past-president to the Executive Committee.

Ms. Abizaid moved to accept the By-Law Revision as presented; seconded by Mr. Fraley. The motion passed unanimously on a voice vote.

XII. NEW BUSINESS

Budget and Allocations Revisions: Ms. Carney identified two previously adopted motions that required revision. The first was the 2008 Budget. The revenue projection was based on the County's early 2008 revenue projection. The revised projection is lower and the budget was revised downward by \$16,000, with the reduction in line item 8201, Contribution to Agencies.

Mr. Fraley moved to amend the motion adopted at the July 16, 2007 meeting to accept the FY08 Revenue and Expense Budget as presented, by striking ~~Revenue and Expense~~, and by inserting at the October 15, 2007 Board meeting with Property Tax Revenue at \$2,115,000 and Total Expenses at \$2,115,000 after "as presented"; seconded by Ms. Dubin. The motion passed unanimously on a voice vote.

The second motion was for Advanced Practice Nurse funding. The revision will change the funding from a 12-month basis to a grant year basis to facilitate financial record keeping. It will not change the amount actually available to the agency.

Mr. Fraley moved to amend the motion adopted at the July 16, 2007 meeting 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.*

by striking ~~the first year and inserting Grant Year 08, by striking Medicaid, by striking on a 1/12 basis each month for 12 months and inserting monthly according to the APN's hours and benefits as submitted to the Mental Health Board on a monthly cost report, by inserting utilization "after quarterly"; seconded by Ms. Abizaid. The motion passed unanimously on a voice vote.~~

NAMI Funding: Ms. Carney reported that NAMI will not have any paid staff as of November 1, 2007. Since the funding was for administrative salary support, it is not be appropriate to continue the grant. Ms. Carney asked if this could be put on hold. The Board office will be having a meeting with a NAMI Board officer to discuss the funding issue.

Mr. Fraley moved to put the NAMI funding issue on hold; seconded by Ms. Abizaid. The motion passed unanimously on a roll call vote.

Mr. Fraley thanked Ms. Carney and Ms. Ostlick for a great job in organizing and executing the Suicide Prevention Workshop.

Ms. Vaupel told the audience that she had been a board member for a while and that there is a great deal of support from Ms. Carney and Ms. Ostlick in terms of organization, preparation, emails prior to Board meetings, and an informative binder for members' use during Board meetings.

The date of the next Executive committee meeting will be November 19, 2007 at 6:30 pm.

XIII. ADJOURNMENT

The meeting was adjourned at 8:46 p.m.

Respectfully submitted,

Janice Abizaid, Board Secretary

Kathy Ostlick, Recording Secretary