

Livingston County Mental Health Board 708 Board Meeting Minutes

November 19, 2015

Revised

708 Board Present: Jack Vietti, Steve Tock, Laura Leslie, Ed Legner, Bob Walter and Vicki Day

377 Board Present: Bob McCarty, Vicki Day and Mary Etta Mullen

Livingston County Board Members: Jack Vietti

Staff Present: Chris Myers, Amy Zick and Janice Golliday

Guests: Lori McCullom, ADV/SAS; and Karen Donovan, Futures Unlimited

President Jack Vietti called the 708 Board meeting to order.

It was moved by Bob W. and seconded by Laura to approve the Oct. 15, 708 Board minutes. Motion carried.

A few questions were raised regarding the check listing which were answered. It was moved by Ed and seconded by Steve to approve the 708 Board October check listing. Motion carried.

It was moved by Bob W. and seconded by Vicki to approve the 708 Board October financial statements. Motion carried.

Executive Director Report:

- Chris welcomed Lori McCullom of ADV/SAS, who was attending for Margee this month. Lori works at the shelter in Streator.
- The County Board approved the budget last week. The 708 Board budget did an increase due to the EAV being increased. The 377 Board budget will stay the same.
- Chris attended the Dale Carnegie course offered to County Board members and department directors. She did learn a lot at this training.
- The death of Dawn Thorson, the nurse practitioner at Public Health, has hit many very hard.
- Chris thanked Janice for creating a NAMI brochure for their agency. Chris has sent it off for NAMI approval. The local group meets the first Thursday of each month in the library of the First United Methodist Church in Pontiac at 7:00 p.m. This is a support group for families of mentally ill relatives.
- Chris reported that IHR has billed June through September 2015 to the local funds initiative. However, December 2014 through May 2015 will not be billed due to Steven's illness. IHR won't meet the \$20,000 goal this year. Vicki asked if the billing is a difficult process and Amy said it is not. Steven knew how to do it the easier way and Amy has offered to do it for them or show them the easier way instead of keying in every single entry. IHR receives 88% of the kickback and 4% is the Mental Health Board's cut for administrative fees and the other 8% goes to Proviso for the use of their software program.

Old Business:

- The Mental Health Training scheduled for November 14th was cancelled due to only seven out of 30 slots being filled. Mandy sent plenty of emails, information and phone calls to promote the training and there were just not enough signed up to have the training. The trainer is willing to come down in the spring and hopefully then there will be more signed up for the training. We already have the books so we will try again.
- Chris and Amy conducted their monitoring of IHR. It went very well. Both Joe and Chris learned a lot from the audit and some things that will be improved.
- Chris reported that the Service Development line item for FY15 did not get spent down this year. Chris contacted the agencies and asked them to submit funding requests for needs.
- Lori McCullom of ADV/SAS, explained that the shelter where adults/children stay when there is domestic violence present in the home need for many items as stated in the written request. It was moved by Bob W. and seconded by Steve to approve the total ADV/SAS request for \$967.57 plus shipping and tax as applicable. Motion carried.
- IHR staff is requesting the Level One Theraplay training along with other training manuals, workbooks, etc. It was moved by Steve and seconded by Ed to approve \$2,715 for these items. Motion carried.
- A couple of the board members voiced their opinions that future funding requests need to be more organized and informational regarding how items will be implemented and for whom are they implemented.

New Business:

- The FY16 Agency Purchase of Service (POS) Agreements and Appendices were presented to the board for their review and approval. Amy did discover that the Futures Unlimited Agreement with 708 Board has an error in the dollar amount listed in #5. The dollar amount should be \$194,762. It was moved by Ed and seconded by Steve to approve the Futures Unlimited POS Agreement with 708 Board with the amendment of #5 to read \$194,762. Motion carried.
- It was moved by Bob W. and seconded by Laura to approve the IHR FY16 POS Agreement and Appendices. Motion carried.
- It was moved by Steve and seconded by Vicki to approve ADV/SAS FY16 POS Agreement and Appendices. Motion carried. Chris did report that she and Amy will be going to audit ADV/SAS this coming Monday.
- A memorandum of agreement for Snowball was presented. It was moved by Laura and seconded by Steve to approve the Memorandum of Agreement with IHR for the Snowball Program. Motion carried.
- Chris reminded the board members of the upcoming ACMHAI conference in Chicago at the Hard Rock Hotel. Bob Walter will be attending and taking the Amtrak up for the event.
- The LCCN Summit was held last Tuesday night at the Elks Club Lodge in Pontiac. There was a great turnout of over 110 participating. There was great representation from many agencies across the county. The LCCN has applied for another year of grant money of \$175,000. Brenda Huber, of ISU and coordinator of the LCCN program for the last 5 years, spoke with a person from the Children's Foundation who feels we have a very good chance of receiving the additional funding. The Children's Foundation has been impressed with the sustainability plan presented. The decision will be revealed by mid-December.
- The Christmas Open House will be held on Thursday, December 17th at 3:00 p.m. prior to the 708/377 Board meeting beginning at 4:00 p.m.

Agency Comments:**Institute for Human Resources:**

- Chris conveyed to the boards that Joe is not in attendance due to CARF surveyors being present.

Futures Unlimited:

- Karen appreciated Chris and her reviewing the POS Agreements and Appendixes and changed some wording and cleared up the language.
- They had a survey from the Bureau of Accreditation and Licensure with five women out of Chicago who conducted the survey over the course of four days. Karen described this group as different from past surveyors and brutal. They surveyed the CILA program which received a 96% and the Developmental Training Program received an 85%.
- Karen met with Tom Bennett at the LCCN Summit and will meet with staff and take a tour of Futures facility on December 11th.
- The annual Breakfast with Santa will be held Sunday, December 11th from 8-1.

ADV/SAS:

- Lori reported that they continue to provide services for LaSalle and Livingston counties. In October ADV/SAS served seven individuals from Livingston County.

Mosaic

- Not present.

It was moved by Bob W. and seconded by Laura to go into executive session regarding a personnel topic. Motion carried.

It was moved by Ed and seconded by Laura to come out of executive session. Motion carried.

Discussion was held in regards to personal days for the staff and gift certificates for Christmas presents.

It was moved by Laura and seconded by Bob W. to adjourn. Motion carried.

Respectfully submitted,

Laura Leslie, Secretary