

**DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD**  
**EXECUTIVE COMMITTEE**  
**MINUTES OF MEETING**

**April 6, 2009**

**Approved**

**Committee Members Present:** Charles G. Rose, Cynthia Luxton, Doug Fraley

**Staff Present:** Kathy Ostdick

**Other Persons Present:** None

**1. CALL TO ORDER**

Mr. Rose called the meeting to order at 6:10 pm.

**2. AGENDA**

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

**3. MINUTES**

*Mr. Fraley moved to approve the February 2009 minutes; seconded by Mr. Rose. The motion passed on a voice vote.*

**4. OFFICE REPORT**

Ms. Ostdick discussed the up-coming Open House and is recruiting board members to be present. Our office will be responsible for monitoring Conference Room West as well as our office. Ms. Luxton suggested that possibly the board office could supply some advertising give-away. Ms. Ostdick will look into this.

Ms. Ostdick has started an "Agency Director's" meeting. The first meeting will be May 7<sup>th</sup> at 8:00 am. This is something that was mentioned in the preliminary community assessment. The Agency Director's are very enthusiastic about this meeting. The CMHB office will be the facilitator of this meeting and the meeting will be tailored to the wants and needs of the group. At some point in one of these meetings, Ms. Ostdick will start a chart of services. Each agency will be asked to provide a list of their services and this list will be combined into a chart for Board review.

The Board's position regarding the Hospital's closing of the behavioral health unit was discussed. Mr. Rose will write a press release, reviewing the neutrality of the Board.

**5. HOSPITAL ISSUE**

Mr. Fraley has agreed to attend the May 8<sup>th</sup> public hearing being held by the Illinois Health Facilities Planning Board at the request of Barry Schroeder. Ms. Luxton said she would also be available. Mr. Rose will write a letter the IHFPB, stating that Mr. Fraley and Ms. Luxton will attend and reiterating our position on this subject.

## **6. JUNE BOARD MEETING IN SANDWICH**

Mr. Rose suggested that June Board meeting be held in Sandwich at Open Door. Ms. Ostdick called Dave Baker who said he would be thrilled to have us visit. He will give the Board members a tour of Open Door and will have a meeting room available for our use.

## **7. COMMUNITY ASSESSMENT**

There was nothing to report.

## **8. COMMITTEE ASSIGNMENTS**

Mr. Fraley suggested that the past president be listed with the Executive Committee. The Committee list will then be presented at the Board meeting.

## **9. EXECUTIVE DIRECTOR POSITION**

Ms. Luxton suggested that the Executive Director position description be distributed to the full Board. They will then be asked to write out at the meeting, or email the Executive Committee at a later date, what they feel are the priorities of this position. These priorities do not have to follow the job description. The Executive Committee will then have a focused discussion at another committee meeting date.

## **10. SLATE OF OFFICERS**

The committee discussed the officer's positions. All three agreed to serve again.

## **11. APPROVAL OF BOARD MEETING AGENDA**

Add slate of officers under new business.

## **12. DATE OF NEXT MEETING: 5/4/09**

## **13. ADJOURNMENT**

The meeting was adjourned at 7:12 pm.

Respectfully submitted,

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Charles G. Rose, President

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Kathy Ostdick, Recording Secretary