MINUTES
Madison County Mental Health Board
Meeting Place: Administration Building
157 N. Main Street, Suite 304
Wednesday, November 12, 2014

Board Members in attendance: Michael Durbin, Nick Petrillo, Charlotte Charbonnier, Anthony Traxler, Ed Pinnell and Walter Hunter

Absent: Christine Wallace (notified)

Staff in attendance: Jennifer Roth, Beth Parente and Erin Wickenhauser

Ms. Charbonnier called the meeting to order at 4:33 pm.

Ms. Roth, on behalf of the Board members and staff, announced Mr. Walter Hunter as the newest Mental Health B0ard member and thanked him for his willingness to serve. She also provided a quick word about Mr. Hunter's background.

A motion to approve the June minutes was made by Mr. Petrillo and seconded by Dr. Traxler.

A motion to approve the August Claim was made by Dr. Traxler and seconded by Mr. Durbin.

A motion to approve the September Claim was made by Mr. Petrillo and seconded by Dr. Traxler.

A motion to approve the October Claim was made by Mr. Hunter and seconded by Dr. Traxler.

A motion to approve the November Claim was made by Dr. Traxler and seconded by Mr. Hunter.

Agency Announcements -

Wellspring Resources – Ms. January announced the center received a grant from the Illinois Department of Veterans' Affairs that will provide new therapy services for veterans with Post Traumatic Stress Disorder. Funds from this grant will help them train several clinicians in Eye Movement Desensitization & Reprocessing therapy.

Chestnut Health Systems – Mr. Smith announced that everything was going great at the agency. Mr. Mercer was attending a conference in Texas and could not make the meeting.

Heartlinks Grief Center – Ms. Cuddeback announced they will offer grief support and counseling services for Madison County residents. She is very grateful to the Mental Health Board for our support.

NAMI – Ms. Gruneich announced Teacher training and NAMI Basic training will be held November 14-16 in Naperville, IL. They are planning to send 6 individuals for training. NAMI is collaborating with Furry Friends Recovery (FFR) — they are excited about partnering with this wonderful agency! FFR provides educational and therapeutic needs by connecting pet therapy to people who experience mental and emotional challenges.
Behavioral Health Alternatives – Ms. Scobbie announced there had been a decrease in non-Medicaid services at this time. Things are moving along.

Illinois Center for Autism – Ms. Newsome announced that Chico's in Fairview Heights is having a fundraiser November 20 from 4-8 for the Center. The Center will earn 10% from each purchase made. She announced that Pasta Fare is strictly carry out and catering only. The adults are now cooking for the school aged children and it is working out great. The Center also received a $10,000.00 grant from Home Goods.

Call for Help – Ms. Stratman announced they have noticed an increase in numbers for counseling in Madison County. They have spent the last two months providing prevention education in the Collinsville school district.

William Bedell ARC – Mr. Rollins announced everything was going smooth with their agency.

Madison County Child Advocacy Center – Ms. Cohan announced they have served 550 kids so far this year. They are keeping busy but things are going well.

St. John's Community Care – Ms. Berry announced the Adult Day Care is doing well with an average of 12 people at the Edwardsville location. They hired a program assistant who is bi-lingual in Spanish. Meridian Village has asked St. John's to start an Alzheimer's Support Group at their location. November 22, they will host a Caregiver's Workshop.

Financial Requests -

Chestnut Health Systems is requesting $3,000.00 to provide a Mental Health First Aid Training program (FY 14 Budget). A motion to approve $3,000.00 was made by Dr. Traxler and seconded by Mr. Pinnell.

NAMI Southwestern IL is requesting $15,000.00 in support of five community education programs, multiple support groups, the Helpline, and resource guides (FY15 Budget). A motion to approve $15,000.00 was made by Dr. Traxler and seconded by Mr. Petrillo.

Finance Committee Report -

The Finance Committee met on Tuesday, August 5th at 2:00 p.m. Ms. Roth gave a brief overview of the meeting. The current FY 2014 budget including both fund balance and expenditures were reviewed. The comparative statement and most recent expenditure analysis report were discussed. Budge targets for the FY 15 funding process for all accounts including administration, system development, alternative court and the aid account. Ms. Roth shared a DRAFT FY 15 budget with the committee. Next was the review and discussion of all

applications. There also was a brief overview of the current status of the Fee for Service programs.

Approval of 2015 Budget –

A motion to approve FY 15 Budget was made by Mr. Hunter and seconded by Dr. Traxler.

Ms. Charbonnier then announced each agencies contract amounts.

Approval of 2015 Meeting Calendar-

It was noticed during the meeting that the proposed 2015 meeting calendar included a November meeting on Veteran's Day. Ms. Roth assured those present that a new calendar would be drafted and would be made available when contracts were mailed out as well as on our website. We will also make copies available at the January 2015 Board meeting.

Executive Director's Report –

Ms. Roth expressed to the Board and agencies present that she was glad to be back to work and is feeling better every day. She also thanked those who had sent encouraging emails or calls while she was home. With having been back to work only a few weeks, she felt that the important activities had already been discussed in the prior monthly mailings.

At this time, she did provide details and explain the two following agenda items involving transfer of end of the year budget surplus towards two programs that have "over produced" services beyond contract maximums. She requested that any available, remaining funds in the Board FY 14 budget accounts be put towards these overages at both of the below programs.

Approval of Transfers

A request for the approval of an end of year transfer for the Child Advocacy Center Therapy Services as billed including services in excess of the contract maximum of $25,000. A motion to approve the transfer of budget surplus dollars for the Child Advocacy Center Counseling Services program was made by Mr. Petrillo and seconded by Mr. Hunter (which has been approximated to be $6,000 - $7,000 over the contractual maximum).

A request for the approval of end of year surplus funds in the budget accounts also be transferred to Aide Account (Chestnut Line to be paid to the Highland Area Christian Service Ministry) for the Rural Mental Health Program (which has been approximated to be between $10,000 to $20,000 over their subcontract maximum of $20,000) based on prior year service utilization figures. A motion to approve the transfer of surplus funds to benefit HACSM was made by Mr. Petrillo and seconded by Mr. Hunter.

Executive Session –

A motion to go into Executive Session was made by Dr. Traxler and seconded by Mr. Hunter.

Ms. Roth and Board members reviewed and discussed the staff performance appraisals first. Then Ms. Roth exited the meeting to give Board members the opportunity to discuss her appraisal.
Also discussed were the Planning Meeting objectives which included reviewing Board processes and procedures such as frequency of committee meetings, quantity and quality of mailings and the FY 15 Board meeting locations and dates.

A motion to adjourn the Executive Session and go back into Regular Session was made by Mr. Petrillo and seconded by Dr. Traxler.

A motion to adjourn the full Board meeting was made by Dr. Traxler and seconded by Mr. Hunter at 6:45 p.m.