

**Livingston County Board for the Care & Treatment  
of Persons with Developmental Disability  
377 Board Meeting Minutes**

**October 21, 2010**

**377 Board Present:** Bob Walter, Bob McCarty and Vicki Day

**708 Board Present:** Jack Vietti, Paul Studnicki, Ed Legner, Margaret Brunskill, Vicki Day and Laura Leslie

**Public Health Committee:** Vicki Allen and Judy Campbell

**Staff Present:** Carol Flessner, Jennifer Chaffer and Janice Golliday

**Guests:** Karen Donovan and Beth Dunahee, Futures Unlimited; Joe Ronaldson & Joe Vaughan, IHR and Chris Johnson, Mosaic; and Margee Morrison, Mosaic; Judy Ronaldson

Jack and Bob W. recognized Joe Ronaldson for his service and concern for the citizens of Livingston County as director of IHR for the last 29 years. Jack and Bob presented Joe with gifts from the 708 and 377 Boards and staff. Joe spoke of an elderly man that told him not to take the job in Pontiac because it would be boring. The man felt he should stay at his job in Shelbyville. Joe remarked that the job has never been boring since he started here. Joe has really liked his job for the last 29 years. He wouldn't leave but he knows that he is leaving IHR in good hands with Joe Vaughan as the new director.

President Bob Walter called the 377 Board meeting to order.

It was moved by Vicki and seconded by Bob M. to approve the August minutes. Motion carried.

It was moved by Vicki and seconded by Bob M. to approve the September financial statement. Motion carried.

**Executive Director Report:**

- Carol reported we are receiving some money from the state. The fact that we are on expedited payment may be why we are receiving some checks up to the date of March 17th.
- Carol attended a very interesting conference in Crystal Lake regarding the Childrens' Mental Health Grant that Livingston County was granted. Carol reported that Livingston County has 3 times as many programs available than many larger counties due to the fact that Livingston County has a 1500 Board (Youth Commission). Most counties do not have a child psychiatrist either. Joe R. commented that Livingston County was part of the 1500 Board with McLean County which was not a good thing. Livingston County split from McLean County with the help of Judge Glennon. The Association of Community Mental Health Authorities of Illinois (ACMHAI) for 708/377/553 Boards voted last Thursday to appropriate some money to pay someone to develop a survey instrument software program. Such an instrument would be useful in conducting required satisfaction

surveys for Case Coordination & Preadmission Screenings. This will not be available until January. Much of the Association discussions revolved around political issues.

- The Bureau of Quality Management made their unannounced survey visit last Monday. We are the second agency to be surveyed by this group. We were dinged for not having proper documentation of Illinois State Police background checks and Child Abuse/Neglect Tracking System (CANTS). However, in fact four out of six staff members did indeed have these checks since they are required by DCFS. The two staff that did not have these on file was not required since they do not work in the DCFS programs. However, BQM is requiring anyone that works in the department to have these checks. We were only notified about these new requirements within the last month and half. Carol will appeal some of the points that were deducted from our score with proof of documentation.

#### **Old Business:**

- Carol and Jeni met with Carl Borngasser several times revamping the FY2011 Budget. Carl informed Carol the County Finance Committee approved the Mental Health Budget last week and will go to the full County Board next month. Vicki asked a few questions and discussion was held. It then was moved by Bob M. and seconded by Vicki to approve the FY2011 Budget. Motion carried.

#### **New Business:**

- Carol reported about the death of a 9-year individual at Alden Village located in the Chicago suburbs. Neglect is suspected. This is the 13<sup>th</sup> death in the last few years. Carol is concerned for the well-being of a past client that is now residing at Alden Village. She feels the family needs to be notified of the past deaths that have occurred there. Discussion was held and it has been publicized in the media of these deaths so the family should be well aware of this facility.
- Janice presented a Health and Safety report of the trainings, drills and inspections that were conducted over the past year. The new Code Red Drill involving Mental Health, Public Health and IHR Departments in April went very well with the assistance of the Sheriff's Department and Pontiac Fire Department. Since the Code Red system has been in effect it requires many doors in the building to be kept closed at all times. This is an accessibility concern which Janice mentioned to Don Tuley, Maintenance Supervisor. He doesn't know if automatic door openers would be approved by the County Board since there is talk of possibly constructing a new building for the departments occupying this facility. It was moved by Bob M. and seconded by Vicki to approve the FY11 Health and Safety calendar. Motion carried.
- Carol and Malinda met with Mr. Aliano to discuss space needs for the departments if a new building were to be approved by the County Board to be built. This building was built in 1922 and the boiler was installed in 1927.
- The November meeting will be held on November 18<sup>th</sup>.
- Beth Dunahee of Futures Unlimited presented a funding request for a security system at their facility. There have many incidents of anger issues of clients and staff recently. Seico and Bennett Electronics have submitted bids for the system. It was moved by Bob M. and seconded by Vicki to fund half of the estimated cost up to \$15,000. Motion carried.

#### **Agency Comments:**

##### **Futures Unlimited:**

- Karen Donovan reported the CARF survey went very well with the help of Beth Dunahee who is a CARF surveyor herself. Beth helped them prepare for this survey that got them best score Futures Unlimited has ever received. They have several surveys this year including the Bureau of Quality Management (BQM).

- Delayed payments from the state is really hurting Futures Unlimited.
- Brian's surgery went well. Hopefully, he will be back to work next month.
- Carol mentioned the fact that Karen will be providing OIG training to four staff members the beginning of November (another BQM requirement).

**Institute for Human Resources:**

- Joe Vaughan reported there is an increase in the SASS screens since August. There have been 33 screens and 26 active cases are currently receiving SASS services. Usually this is more frequent later in the fall. No particular age group. IHR has only one SASS worker so her caseload is very large at the present time.
- Operation Snow Flurry is scheduled this Saturday. Tiffany Meints is in charge of the event with the help of Teresa Diemer. The number of participants seems to be low (around 20 kids). Joe would like to see more 4<sup>th</sup> and 5<sup>th</sup> graders from the county participate in the event being held at Prairie Central Upper Elementary School.

**Mosaic:**

- Chris reported that nursing staff as well as program staff have been very busy lately with medical and psychiatric issues of clients.

**ADV/SAS:**

- Margee thanked Carol for the "heads up" that DHS is coming tomorrow to survey the agency. They will have a new surveyor this year.
- ADV/SAS received a Mary Kay grant for \$21,000. They have applied for many years and this is the first year for them to receive funding. It will be used for computer software that clients use and two computers for staff to use. They intend to replace some 100 year old doors, too.
- October is Domestic Violence Awareness month and she distributed pins. Margee invited all to participate in recognition of victims of domestic violence next Friday on the courthouse lawn.

It was moved by Vicki and seconded by Bob M. to go into executive session to discuss personnel issues. Motion carried.

It was moved by Bob M. and seconded by Vicki to come out of executive session. Motion carried. No action was taken.

It was moved by Vicki and seconded by Bob M. to adjourn. Motion carried

Respectfully submitted,

Bob McCarty, Secretary