

# Livingston County Mental Health Board 708 Board Meeting Minutes

**April 15, 2010**

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

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

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

**Staff Present:** Carol Flessner and Janice Golliday

**Guests:** Joe Ronaldson, IHR; Brian Blossom and Lana Brown, Futures Unlimited; Margee Morrison, ADV/SAS; and Chris Johnson, Mosaic

Vice-President Ed Legner called the 708 Board meeting to order.

It was moved by Laura and seconded by Steve to approve the March 18th minutes. Motion carried.

It was moved by Vicki and seconded by Laura to approve the March check listing. Motion carried.

It was moved Paul by and seconded by Margaret to approve the March financial statement. Motion carried.

Brian introduced Lana Brown, who took the Certified Quality Analyst Program that was put on through The Council on Quality and Leadership. This was a grant training through the state of Illinois. There were 50 people in the training, 25 were state employees and the other 25 were from agencies. Lana needed a project to complete her training so Brian and Karen suggested she conduct a study of personal choices for residents in the Futures Unlimited group homes. Futures has 7 group homes, the largest home has 5 people living there and the smallest is a 1-person home. All the homes are located in nice neighborhoods with private bedrooms. They all have patios with fenced in yards. The homes are nice looking but Lana wanted to know if the people who lived in these homes feel like it is their home and that they have choices whether it be meals, privacy, TV shows, friends over, telephone use. They also have input on the cleaning and chores that they share. Futures want the people living in the homes to feel empowered and that it is their home, not guests in Futures Unlimited's home. Lana received lots of input. She conducted an interview with 50% of the people living in the group homes. Lana found that they all had an opinion regarding their meals. Some felt that they did not have a choice of meals, but some did. Futures Unlimited is working to improve this. Most of the people have a TV in their room. The one that doesn't have a TV, chooses not to have one. Overall, Lana found that there is room for improvement regarding the personal choices of individuals living in the group homes.

### **Executive Director Report:**

- Carol reported that the first batch of Medicaid Match billing went through last Tuesday and it all went well. She explained the steps that will be taken in order to get the 50% reimbursement from Health & Family Services.
- Last Wednesday, a core group consisting of Carol, Joe, MaLinda, Margee Morrison, Brenda Huber put together a proposal for the Illinois Children's Mental Health Foundation. This foundation awards funding. The group presented the proposal on Wednesday. The interview process lasted three hours. The group will not know until late May as to whether the 2 million dollars (over a 4 year period) will be granted to them. This funding would help the Livingston County schools with psychologists. Carol is hoping there will be some money for Dr. Puga, too. There will be five awards granted. Livingston County made the first cut along with Macon, Madison and St. Clair counties. Livingston County is really the only rural county that has applied. Carol feels that the foundation interviewers were impressed with what comprehensive community-based youth services were available in Livingston County. Also, the fact that Livingston County has both a 708 and 377 Boards.
- The new fire alarm system and the new security system were tested last week. There were a few minor glitches that have already been resolved.
- Carol, Joe Ronaldson and MaLinda Hillman were requested to attend the county property committee meeting regarding the heating, cooling and lighting in the H & E Building. Johnson Controls out of Milwaukee has proposed to do the work. Carol, Joe and MaLinda feel this is a good choice. The property committee approved Johnson Controls proposal and it will go to the full county board for approval tonight.

### **Old Business:**

- Information regarding board operations was distributed to 708/377 Board members for review and then the topic will be addressed at the May meeting.
- The Local Funds Initiative software is named Solutions and is owned by McHenry, Macon, Madison and St. Clair counties, Oak Park Township and Proviso Township. An agreement has been drawn up between the Livingston County Mental Health Board and Solutions to access the software and enable the Medicaid Match billing for federal reimbursements. The fee for using the Solutions software would be 10% of the reimbursement from our billings. It was moved by Steve and seconded by Margaret to approve the agreement between Solutions and the Livingston County Mental Health Board. Motion carried. Alex Campbell will be adjudicating the billings. He will be mailing a separate agreement for the Mental Health Board to approve for his services.

### **New Business:**

- Carol asked the board their opinion as to gathering information and bids for a new telephone system for Mental Health offices. All the board members are fine with exploring information on a new telephone system.
- Carol is suggesting that the Mental Health Board assist the funded agencies with payroll expenses when their line of credit is exhausted and no reserves. Agencies assisted would be Futures Unlimited, IHR and ADV/SAS. The Mental Health Board would need to monitor the assistance so as not to run out of money. It was moved by Vicki and seconded by Steve to approve a 30-day loan of up to \$50,000 for the named agencies to meet strictly payroll expenses when the agency has exhausted their line of credit and has no reserves, subject to the Illinois statutes. Motion carried.
- Carol reported that the forum on Underage Drinking had a disappointing turnout from the public. The panel did an excellent presentation, especially Dale Adams of Dwight High School. Vicki Day was in attendance. Carol is suggesting with all the problems of youth being involved in alcohol and drugs in our county it might be worth the 708 Board to consider providing additional funding for more than one Operation Snowball per year. Vicki suggested maybe starting an awareness program to even a younger group as young

as first grade. Maybe an afterschool program versus an overnight program. Dwight is one of the last schools to provide the DARE program in the county. It would be worthwhile for the board to consider additional funding.

**Agency Comments:**

**Futures Unlimited:**

- Brian gave a brief review of the Performance Evaluation Report for FY2009. Lana Brown did an excellent job on this report. One thing that stood out in this report is the increase of at-risk youth with substance abuse issues coming to Futures for employment/services.
- On Thursday, May 6<sup>th</sup>, Futures Unlimited will hold their Annual Appreciation Awards Reception starting at 5 pm and is over by 6pm at Futures Unlimited. Sneak preview: Tom Blakeman is being honored as Volunteer of the Year. Tom has served on Futures Unlimited's Board for the longest time and Brian talks to him on a monthly basis regarding legal matters and Tom provides legal services pro bono.

**Institute for Human Resources:**

- Joe reported that there are two men's and two women's groups being counseled for alcohol/substance abuse at the county jail.
- Joe discussed the profiles of a batterer that was created by Laura Wetzel. Joe feels she did a great job of profiling. Laura use to run the shelter in Champaign.

**Mosaic:**

- Chris reported that Mosaic has been able to add to the nursing staff. They hired a retired RN who had worked at Fox Center in a LPN position on part-time status.
- Mosaic was able to give a wage increase to all of their staff effective April 4<sup>th</sup>. Staff have worked hard to keep the overtime down and also Mosaic has kept their beds full this past year.
- Mosaic has just finished their Basic Assurances. This is where they assess themselves for quality and leadership. They have made improvements. They scored a 93.48% this year.
- On April 27<sup>th</sup> they will hold a Spaghetti Dinner and Karaoke Contest fundraiser.
- Chris distributed a brochure on Allied Voices and gave brief description of this group.
- Mosaic will also be participating at Lutheran Days at the Capitol on April 21<sup>st</sup>.

**ADV/SAS:**

- Margee had a site visit from the Illinois Coalition of Sexual Assault which went well and next they will be surveyed on programmatic standards.
- They have a couple of fundraisers coming up. On Saturday, April 17<sup>th</sup> the "Vagina Monologues" will be performed in Streator. Also, ADV/SAS will present Trivia Night. Teams will consist of 5-10 people per team. This will be held at Knights of Columbus in Streator on April 30<sup>th</sup>. There will be many gift baskets being raffled.

It was moved by Margaret and seconded by Laura to go into executive session to discuss employment matters. Motion carried.

It was moved by Paul and seconded by Margaret to adjourn. Motion carried

Respectfully submitted,

Laura Leslie, Secretary