

La Salle County 708 Community Mental Health Board
BOARD MEETING MINUTES
November 29th 2023

Meeting held at 1:30 PM, the twenty-ninth day of November, 2023, at North Central Behavioral Health Systems' Ottawa Office, Ottawa, IL.

ACTING AS CHAIRMAN: Dave McClure, President

Present: Dave McClure, Pamela Beckett, Lois Guyon, Jack Leininger, John Koehler, Gary Peterlin and Ella Weber ; Sara Escatel by Zoom

Absent: Susan Thornton

Also Present: Don Miskowiec, Executive Director, and Danielle Lock, Admin Assistant (Zoom)

Funded Agency Representatives: CiCi Chalus (CASA), Jodi Mahoney (NCBHS), Paula Williamson (SRRC), Michelle Rich (Horizon House), Susan Bursztynsky (Safe Journeys), Tony Barrett (Ottawa Friendship House) and Sam Tenuto (YSB)

CALL TO ORDER: Board President Dave McClure called the meeting of the 708 Mental Health Board to order at 1:30 p.m.

ROLL CALL: Present: Dave McClure, Lois Guyon, Ella Weber, Pamela Beckett, Gary Peterlin, John Koehler, and Jack Leininger, Sara Escatel via Zoom.

Motion by: Gary Peterlin, seconded by John Koehler to accept the agenda as presented. Unanimous approval.

Motion by: Lois Guyon, seconded by Jack Leininger to approve the minutes of the August 9th 2023 board meeting as printed.

Ayes: McClure, Weber, Koehler, Beckett, Guyon, Escatel, Peterlin, and Leininger

Nays: None. Motion carried.

TREASURER'S REPORT: Don Miskowiec gave the Treasurer's financial report as presented on the attached Powerpoint slide. He summarized the July, August & September 2023 Balance Sheets and BA 155 Revenue/Expense Reports. Cash balance at September 30th, 2023 is \$2,698,357.33; year-to-date expenses 12-1-22 to 9-30-23 are \$1,881,034.09; and CY 2023 tax disbursements July through September are \$2,416,350.10 with PPRT of \$244,858.29.

Motion by: John Koehler, seconded by Lois Guyon to approve the Treasurer's Report as presented

Ayes: McClure, Weber, Koehler, Beckett, Guyon, Escatel, Peterlin, and Leininger

Nays: None. Motion carried.

EXECUTIVE DIRECTOR'S REPORT: Don reviewed the attached Executive Director's Report PowerPoint slides including funding, grants, legislation monitoring, CCBHC expansion, service demand, 988 crisis line survey, discussion of changes to the 708 Community Mental Health Act legislation, and processing issues with professional licensure in Illinois. Don also discussed Opioid Abatement funding to the LaSalle County State's Attorney and his discussions with Joe Navarro; no further word on a proposed start-up date for the State's Attorney Veteran's Deferred Prosecution Program; and the Arukah Institute's update that they had changed their plans for the size/location of their Living Room Program and that they were withdrawing their requested 708 funding for the current fiscal year but advised they would be requesting funding for next year. Don reviewed the agency statistical report and the Community Education & Linkage Program website/social media statistical use report.

Don also reported on the revisions to the Mental Health Act clarifying that 708 board members are required to complete the Open Meetings Act training by January 1st, 2024 when the revised Act becomes effective. He will provide more information to members on how to complete the online training.

Members reviewed the Legal Representation Letter from the Monihan Law Group advising of their rates and scope of assistance they will be providing.

Don reported on the Regional Office of Education (ROE) advising that they had received a \$200,000 Adverse Childhood Experience Grant (ACE) and other collaboration discussions with ROE staff.

Motion by Lois Guyon, seconded by Ella Weber to approve the Executive Director's Report. Ayes: McClure, Weber, Koehler, Beckett, Guyon, Escatel, Peterlin, and Leininger
Nays: None. Motion carried.

Motion by John Koehler, seconded by Gary Peterlin to approve the Monahan Law Group Legal Representation Agreement. Roll Call Ayes: McClure, Weber, Koehler, Beckett, Guyon, Escatel, Peterlin, and Leininger
Nays: None. Motion carried.

FUNDED AGENCY WRITTEN REPORTS/UPDATES: Members discussed the funded agency reports which were mailed with the board packet with comments by the various agency representatives on programs, etc.

OLD BUSINESS

708 Guidelines Revision Workgroup: Members discussed having the Executive Committee serve as a workgroup to work with Don in revising the 708 funding guidelines as included in our one/three year plans. A meeting of the Executive Committee will be organized for January.

FY 24 Agency Funding Application Updates: Members discussed the status of agency applications and Don reported on discussions with the agencies.

FY 24 Budget Update Approval: The Executive Director reviewed minor changes to the FY 24 budget made by the Auditor's Office in the area of a Personal Property Replacement Tax Revenue increase of \$94,000.00 and a decrease in the retiree health insurance costs of \$1,074.00. *Motion by John Koehler, seconded by Pamela Beckett to approve the FY 24 revised budget of \$2,862,363 in revenue and \$2,767,287 in expenses and to authorize the Board President to execute FY 24 agency services contracts.* Roll Call Ayes: McClure, Weber, Koehler, Beckett, Guyon, Escatel, Peterlin, and Leininger.
Nays: None. Motion carried

NEW BUSINESS

BOARD MEMBER REAPPOINTMENTS: Members discussed the terms ending 11/30/23 for Dave McClure and Susan Thornton. *Motion by Gary Peterlin and seconded by Pamela Beckett to recommend reappointment of Dave McClure and Susan Thornton to the County Board Chairperson and the County Board Committee on Appointments and Rules to 4 year terms on the 708 Board.* Ayes: Weber, Koehler, Beckett, Guyon, Escatel, Peterlin, McClure and Leininger. Nays: None. Motion carried.

Due to technical issues with the Zoom connection, Member Sara Escatel and Administrative Assistant Danielle Lock left the meeting.

DocuSign and Calendar Year 2024 Board Meeting Schedule: Members discussed the use of a DocuSign signature platform and reviewed the proposed dates/times of the quarterly board meetings included in the mailed board packet as proposed for Calendar Year 2024 as follows:

Wednesday, February 9 th	1:30 PM
Wednesday, May 1 st	1:30 PM
Wednesday, August 7 th	1:30 PM
Wednesday, November 6 th	1:30 PM

Locations of the quarterly board meetings at funded agency locations to be determined no later than 2 weeks prior to each meeting. Members also discussed adding an additional meeting as needed for review of funding requests.

Executive Session: Motion by John Koehler and seconded by Ella Weber to enter Executive Session to discuss personnel compensation. Ayes: Weber, Koehler, Beckett, Guyon, Peterlin, McClure and Leininger. Nays: None. Motion carried.

Motion by John Koehler, seconded by Pamela Beckett, to return to regular session. Ayes: McClure, Beckett, Weber, Koehler, ,Guyon, Peterlin, and Leininger
Nays: None. Motion carried.

Motion by Pamela Beckett, second by Ella Weber to increase Danielle Lock's hourly rate by 5%, effective December 1st, 2023. Roll Call Ayes: McClure, Weber, Koehler, Beckett, Guyon, Peterlin, and Leininger
Nays: None. Motion carried.

Motion by Pamela Beckett, second by John Koehler to increase Don Miskowiec's salary by 5%, effective December 1st, 2023. Roll Call Ayes: McClure, Weber, Koehler, Beckett, Guyon, Peterlin, and Leininger. Nays: None. Motion carried.

ADJOURNMENT: there being no further business or discussion and upon motion and unanimous approval, the meeting was adjourned at 3:15 p.m.

Secretary: _____
John Koehler

Date: _____

President: _____
Dave McClure

Date: _____