La Salle County 708 Community Mental Health Board

**BOARD MEETING MINUTES**

November 9th 2022

Meeting held at 1:00 PM, the ninth day of November, 2022, at Streator Unlimited 305 North Sterling Street

Streator, IL. 61364

ACTING AS CHAIRMAN: Dave McClure, President

Present: Dave McClure, Lois Guyon, Tina Busch, Jack Leininger, John Koehler, and Ella Weber in person; Gary Peterlin and Sara Escatel by Zoom

Absent: Susan Thornton

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

Funded Agency Representatives: CiCi Chalus (CASA), Jodi Mahoney (NCBHS), Tracy Beattie (SRRC), Michelle Rich (Horizon House), Susan Bursztynsky (Safe Journeys), Tony Barrett (Ottawa Friendship House) and Lindsay Rossi (YSB)

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**CALL TO ORDER**: Board President Dave McClure called the meeting of the 708 Mental Health Board to order at 1:03 p.m.

**ROLL CALL:** Present: Dave McClure, Ella Weber, Tina Busch, Lois Guyon, John Koehler, and Jack Leininger in person

Sara Escatel and Gary Peterlin by Zoom videoconferencing.

***Motion by Gary Peterlin, Seconded by Tina Busch to approve the minutes of the August 10th 2022 board meeting as printed.***

Ayes: McClure, Weber, Koehler, Busch, 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 2022 Balance Sheets and BA 155 Revenue/Expense Reports. Cash balance at September 30th, 2022 is **$2,422,756.03.**  The board advised that they are pleased with the reports as is and would not change to a different format for the monthly Balance Sheet reports.

***Motion by: Jack Leininger, seconded by Lois Guyon to approve the Treasurer’s Report as presented***

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

Nays: None. Motion carried.

 The Board and Agency representatives introduced themselves.

**EXECUTIVE DIRECTOR’S REPORT**: Don reviewed the attached Executive Director’s Report PowerPoint slide including discussion of State rate increases to agencies, workforce challenges, ACMHAI, IABH discussions, legislative updates, 988 Crisis Line, CCBHC’s, funding/grants monitoring, additional LaSalle County service providers, and developing guidelines for the FY 23 Programs budget line.

**FUNDED AGENCY WRITTEN REPORTS/UPDATES**: Members discussed the newly implement written report process for funded agency reports which were mailed with the board packet. The board expressed their gratitude in receiving the reports in time to review before our meeting. Members noted they enjoyed reading the reports, asked questions, and noted a few of the agency fundraisers.

**ARPA UPDATE**

Funded agencies gave updates on status with ARPA funding requests for those having applied, and the continuing challenges of workforce issues and ways they are attempting to keep morale up and engage staff.

Tina Busch gave a quick update on the status of ARPA discussions at the County Board level and recommended agencies continue efforts with ARPA funding and provide additional details as needed.

Don reported on a meeting with consultants from the Kennedy Center working in Illinois with the Office of Statewide Pretrial Services regarding pretrial services/no cash bail law changes. Meeting was also attended by Jodi from North Central Behavioral Health Systems and she noted the impact the changes are/may be having on behavioral health providers.

***OLD BUSINESS***

**MISSION/VISION STATEMENTS/3 YEAR PLAN:** Members discussed the attached Mission, Vision, and 3 Year **Plan** PowerPoint as revised from the August 10th meeting. **Motion by Lois Guyon and Seconded by John Koehler to approve the Mission and Vision Statements and the 3 year plan for Fiscal Year’s 23, 24 and 25.**

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

Nays: None. Motion carried.

**ARPA SCHOLARSHIP PROPOSAL:** The Executive Director and county board member Tina Busch reported on the status of the scholarship program. The original proposal was reduced and approved at $500,000. More information on the first meeting of the Scholarship Committee will be coming in the next few weeks from the Regional Office of Education, who will be coordinating the process. As decided at the last meeting, Lois Guyon will be the 708 Board representative to the Scholarship Committee.

**FY 23 Proposed Budget**: The Executive Director reviewed the penciled changes to the FY 23 budget made by the Finance Committee and included in the board packet. Changes included a change by auditor’s office to Retiree Health Insurance Expense and a minor adjustment to the IT transfer line item. As previously approved by the 708 Board at the August meeting, the budget includes a 3% increase in all expense line items and a one-time $5,000.00 inclusion of office site improvements. The Finance Committee also increased the proposed levy by 15%.

 ***Motion by Tina Busch, seconded by Ella Weber to approve the FY 23 revised expense budget of $2,620,121 including changes to the health insurance expense line and IT line items, and the proposed revenue of $2,620,121 and further, to authorize the Board President to execute FY 23 agency services contracts following the 11/30/22 LaSalle County Board meeting and in accordance with the usual contracting and disbursement process.***

Roll Call Ayes: McClure, Weber, Koehler, Busch, Guyon, Escatel, Peterlin, and Leininger

Nays: None. Motion carried.

***NEW BUSINESS***

**WEBSITE STATUS** : The website development continues to be underway. We are hoping to have everything, including social media up and running by the end of January. We will have a formal presentation at the February meeting. Timeline was changed in order to allow for challenges with the 988 Crisis Line implementation at the State/Federal level and planning to seek input from the LaSalle County Heath Dept. IPLAN Behavioral Health Workgroup.

**BOARD MEMBER APPOINTMENT/REAPPOINTMENT:** Members acknowledged County Board Chairperson Don Jensen had advised he was recommending the reappointment of Tina Busch for another term on the 708 Board to the County Board Committee on Appointments and Rules.

**CALENDAR YEAR 2023 MEETING SCHEDULE:** Members reviewed the proposed dates/times of the quarterly board meetings included in the mailed board packet as proposed for Calendar Year 2023, as follows:

Wednesday, February 8th 1:00 PM

(2/8/23)

Wednesday, May 10th 1:00 PM

(5/10/23)

Wednesday, August 9th 1:00 PM

(8/9/23)

Wednesday, November 29th 1:00 PM

(11/29/23)

Locations of the quarterly board meetings to be determined.

***Upon motion, seconded, and unanimously approved, members entered Executive Session to discuss personnel compensation.***

***Motion by John Koehler, second by Jack Leininger, to return to regular session.***

Roll Call Ayes: McClure, Weber, Koehler, Busch, Guyon, Escatel, Peterlin, and Leininger

Nays: None. Motion carried.

***Motion by Tina Busch, second by Lois Guyon to increase Danielle Lock’s hourly rate by 3% to $19.57 per hour, effective December 1st, 2022****.*  Roll Call Ayes: McClure, Weber, Koehler, Busch, Guyon, Escatel, Peterlin, and Leininger

Nays: None. Motion carried.

***Motion by John Koehler, second by Tina Busch to increase Don Miskowiec’s salary by 3% to $61,800 per year, effective December 1st, 2022.***  Roll Call Ayes: McClure, Weber, Koehler, Busch, Guyon, Escatel, Peterlin, and Leininger

Nays: None. Motion carried.

***Motion by Gary Peterlin, second by Tina Busch, to adjourn the meeting at 2:50 PM***.  Unanimously approved.

**ADJOURNMENT**:  **there being no further business or discussion, the meeting was adjourned at 2:50 p.m.**

Recorder: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Danielle M. Lock

 Administrative Assistant

Secretary: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 John Koehler

 Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_