

MINUTES

Madison County Mental Health Board
Planning Meeting
Meeting Place: Administration Building
157 N. Main Street, Suite 380
Wednesday, September 9, 2015

Board Members Attending: Michael Durbin, Nick Petrillo, Anthony Traxler, Christine Wallace, Walter Hunter, Ed Pinnell and Charlotte Charbonnier

Staff Attending: Jennifer Roth and Beth Parente

Ms. Charbonnier called the meeting to order at 4:30 pm.

A motion to approve the August minutes was made by Ms. Wallace and seconded by Mr. Hunter.

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

Agency Announcements

No agencies were in attendance.

Financial Requests

No requests this past month. Please see the System Development report for details about current account balance.

Finance Committee Report

Ms. Roth reported on the Finance Committee meeting, going over the minutes that were mailed to all members following the Committee meeting.

Executive Director's Report

Ms. Roth mentioned that she had received an email from Judge Knapp in regards to billing issues and co-pays with clients in the Mental Health Court and Drug Court. Ms. Roth is meeting with Judge Knapp, representatives from both mental health centers and all of the other court team individuals to discuss this matter. In preparation of this large group meeting, Ms. Roth met with both Mr. Mercer and Mrs. Craig this past week.

Ms. Roth announced that she had just finished up file review for each of the Aid funded agencies; checking for all of the basic compliance items (audit, minutes, quarterly financials, monthly program reports, insurance, etc.).

Ms. Roth will be in Bloomington on September 17th and 18th for the ACHMAI quarterly meeting.

Ms. Roth shared with the Board our plans to put up brochures holders in the waiting area with area resources as well as basic educational materials which will be available to the public at any time that the Administration building is open (even when staff is out of the office).

Ms. Roth will be meeting with Ms. Compton at Call For Help in East St. Louis to tour the Community Stabilization Program and discuss the potential for additional funding for the program in the future.

Executive Session

At 4:45 pm, Ms. Roth concluded her remarks and a vote to go into Executive Session to discuss the Staff Evaluations was made by Mr. Petrillo and seconded by Mr. Hunter. The Board asked Ms. Roth and Ms. Parente to step out of the Suite for a few minutes so they could discuss and review the evaluations. At 5:20 pm, a motion was made by Mr. Pinnell and seconded by Ms. Charbonnier to come out of Executive Session and move forward with the rest of the Agenda items.

FY 16 Budget & Application Discussion

Ms. Roth went through FY 15 Budget expenditures to date reviewing both the monthly comparative statement and latest expenditure analysis reports. Then using the power point handouts, each of the FY 16 Funding applications were discussed in detail reviewing questions and concerns about each. Ms. Roth then went over the initial budget request that was submitted to the County Administration following the previous Finance Committee Meeting. With all members in agreement, agency amounts were reviewed one final time. Agency funding announcements will be announced at the November Board meeting following the formal approval of the FY 16 Budget.

Ms. Roth thanked all of the Board members for their time in preparing for the meeting.

A motion to adjourn the meeting was made by Mr. Pinnell and seconded by Mr. Petrillo at 6:15 p.m.