

MINUTES

708 MENTAL HEALTH BOARD OF THE JO DAVIESS COUNTY BOARD Wednesday, March 13, 2019 @ 5:30 p.m. Jo Daviess County Courthouse, Galena County Board Room

In Attendance: Board members – Elaine Townsend, Linda Nobis, Leslie Hawley, Colleen Farrell, Bob O'Connor

County Officials – Dan Reimer (County Administrator) Trina Orr (PCOM/Grants Administrator)

Agency Reps – Rachel Crain, Kenneth Davis, Roger Kelzer, Anthony Yett, Coral Jablonsky

1. Call to Order
5:30 p.m. by Elaine Townsend
2. Approval of Minutes
 - a) Minutes of the December 12, 2018 708 Mental Health Board meeting
It was determined that these minutes were previously approved
 - b) Minutes of the January 17, 2019 708 Mental Health Board meeting
Motion by Colleen Farrell to approve, 2nd by Leslie Hawley, all in favor
3. Citizens' Comments
None
4. Treasurer's Report
Added Revenue in account was confirmed by Dan Reimer to be interest
Motion by Linda Nobis to approve, 2nd by Colleen Farrell
5. President's Report
None
6. Jo Daviess County Grants Administrator/PCOM Report
Review of changes to contracts due to GATA including, but not limited to reimbursement payments, and requirement of documentation to support services provided. Discussion about FY2018 Audit Letter sent to providers, and clarification about what documents were needed.
7. Unfinished Business
 - a) Discussion and possible action on ACMHAI (Association of Community Mental Health Authorities of Illinois) Membership
Motion by Colleen Farrell to discontinue membership and revisit next year, 2nd by Leslie Hawley
Linda Nobis would like to ask ACMHAI if there is a possibility to remain an inactive member, Townsend will ask.
8. New Business
 - a) Discussion and possible action on vacant board member positions
Review of possible new board members to replace three places
 - b) Discussion and possible action for approval of FY2019 708 Mental Health Board Service Provider contracts
 - i. Contact of Northern Illinois

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Motion by Leslie Hawley to approve, 2nd by Colleen Farrell, all in favor

- ii. Galena Clinic

Motion by Linda Nobis to approve, 2nd by Leslie Hawley, all in favor

- iii. Riverview Center

Motion by Linda Nobis to approve, 2nd by Colleen Farrell, O'Connor voted no

- iv. Tylers Justice Center for Children

Motion by Leslie Hawley to approve, 2nd by Robert O'Connor, all in favor

- v. The Workshop

Motion by Linda Nobis to approve, 2nd by Leslie Hawley, all in favor

- vi. Kreider Services, Inc.

Motion by Leslie Hawley to approve, 2nd by Linda Nobis, all in favor

- c) Discussion and possible action for the FY2018 Service Provider Audit Compliance letters
 - i. Contact of Northern Illinois

No questions, comments, or concerns from Contact of Northern Illinois

- ii. Galena Clinic

Dr. Davis stated that he did not receive the Audit Compliance letter, Orr stated that she would resend.

Dr. Davis also stated that the information requested in the Audit Compliance letter, and also conversations with Orr, is too complex of a task to track by service provided. Orr asked if FY2018 funds paid were payroll only, Davis stated yes. It was agreed that tax forms would be sufficient for documentation.

Dr. Davis stated that the funds allocated to the jail program will be depleted before the next meeting in June. Davis asked if funds for other services within the Galena Clinic contract could be reallocated to the jail program, the board decided that all the funds within the three contracts are allocated for specific services and that reallocation of funds will not be allowed. Davis stated that if funds could not be reallocated the service would have to be cut back.

- iii. Riverview Center

No questions, comments, or concerns from Riverview Center

- iv. Tylers Justice Center for Children

No questions, comments, or concerns from Tylers Justice Center for Children

- v. The Workshop

No questions, comments, or concerns from The Workshop

- vi. Kreider Services, Inc.

No questions, comments, or concerns from Kreider Services, Inc.

- d) Discussion and possible action for changes in the 708 Mental Health Board Service Provider contracts due to GATA (Grant Accountability Transparency Act) compliance requirements
 - i. Changing the method of payments to reimbursements
 - ii. Requiring documentation to support reimbursement amounts for payment

The reporting templates were not changed for FY2019, and reporting will remain the same as FY2018.

Dr. Davis questioned the space in the template allocated for information. Orr confirmed that the document would add additional space as needed. Orr stated that if Dr. Davis would like to share what accounting system his office uses, she could research and let him know what report would be sufficient for reimbursement documentation.

- e) Discussion and possible action for the FY2018 Service Provider Audit Compliance letters
 - i. Contact of Northern Illinois
 - ii. Galena Clinic
 - iii. Riverview Center
 - iv. Tylers Justice Center for Children
 - v. The Workshop
 - vi. Kreider Services, Inc.

Motion by Linda Nobis to approve, also granting Orr authority to approve extension dates for documents received by providers, 2nd by Leslie Hawley

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9. Other Business

Discussion of Board President replacement

Presentation of provider reports

10. Board Members Concerns

None

11. Citizens Comments

None

12. Next regular meeting – Wednesday, June 12, 2019 @ 5:30 PM at the Galena Clinic

13. Adjourn

Motion by Leslie Hawley to adjourn meeting at 6:45 p.m., 2nd by Colleen Farrell