

## **VERMILION COUNTY MENTAL HEALTH 708 BOARD**

### **Meeting Minutes – June 24, 2019**

**MEMBERS PRESENT:** Mr. Curt Girouard, Mrs. Nancy O’Kane, Mrs. Cheryl Rotramel, Mrs. Anne Sacheli (Acting Chairman), Ms. Valarie Shelton

**MEMBERS ABSENT:** Mr. Jeff Fauver, Mr. Russell Hiatt, Mr. Mark Kracht, Mr. Travis Mains

**IN ATTENDANCE:** Gail Raney, Frank Brunacci, Beth Bray Knecht, Susan Perkins, Chad Hays

#### **STAFF PRESENT:**

**Jim Russell - Executive Director**

**Jeri Spezia - Administrative Assistant**

#### **CALL TO ORDER**

Acting Chairman Anne Sacheli called the meeting to order at 5:35 p.m. Three members responded to roll call. Six members were absent.

#### **ADOPTION OF/ADDITIONS TO THE AGENDA**

There were no adoptions/additions to the agenda.

Cheryl Rotramel arrived at 5:37pm.

#### **CITIZEN INPUT**

There was no citizen input.

#### **CHAIRMAN COMMENTS**

There were no chairman comments.

#### **EXECUTIVE DIRECTOR’S REPORT**

Copies of the Executive Director’s Reports are attached to the minutes.

#### **AGENCY REPORTS**

**WorkSource:** Frank Brunacci invited the Board to attend Camp WorkSource on July 19, 2019. Frank also informed the Board that WorkSource would be using the 2018 year-end allotment funding for non-billable services that covers approximately 12-14 consumers per year.

**Crosspoint:** Chad Hays gave an update on Crisis services. Chad also informed the Board that Crosspoint would be using the 2018 year-end allotment funding to hire two intake workers for Crisis services.

Curt Girouard arrived at 5:56pm.

**Hoopston Multi-Agency:** Beth Knecht gave the Board a hand-out which gave a detailed account of how the 2018 year-end allotment funding would be used. It is attached to the minutes.

**Rosecrance:** Susan Perkins gave current stats. Gail Raney gave a Step One update. Gail also informed the Board Rosecrance would be using the 2018 year-end allotment funding for bus tickets and drug testing.

**Kleppin & Associates:** Mike Kleppin was absent.

**Complex Service Planning:** Jeri updated the Board on her caseload for April, May, and June.

#### **MINUTES**

Mrs. Nancy O’Kane moved, seconded by Mr. Curt Girouard, to approve the April 22, 2019 minutes as presented. Motion was approved by acclamation.

**FINANCIAL REPORT:** The financial reports for April and May were included in the packet for review.

MH Fund Balance as of April 30, 2019: \$202,158.64; Monthly Interest as of April 30, 2019: \$2.03; Yearly Interest as of April 30, 2019: \$11.19; MH Fund Balance as of May 31, 2019: \$137,182.16; Monthly Interest as of May 31, 2019: \$1.28; Yearly Interest as of May 31, 2019: \$12.47

**MOTION:** Cheryl Rotramel moved to approve the April and May 2019 financial reports. Valarie Shelton seconded the motion. The following board members voted yes:

Cheryl Rotramel  
Valarie Shelton  
Curt Girouard  
Nancy O’Kane  
Anne Sacheli

#### **OLD BUSINESS:**

There was no old business.

#### **NEW BUSINESS:**

**TENTATIVE BUDGET FY ‘20:** Jim provided an update about the budget process for FY 2020. A brief discussion followed. Nancy O’Kane moved to approve the tentative budget for FY 2020. Cheryl Rotramel seconded the motion. The following board members voted yes:

Nancy O’Kane  
Cheryl Rotramel  
Valarie Shelton  
Curt Girouard  
Anne Sacheli

**JIM'S PTO:** Under current rules this Board has to set Jim's paid time off (PTO) annually. Nancy O'Kane made the motion to approve 25 PTO days for Jim, starting August 1, 2019 through July 31, 2020. Valarie Shelton seconded the motion. Discussion followed, with the Board also discussing Jim using comp time as needed. Since the comp time was part of Jim's original employment agreement and has been used in the past, there was no need for any action on this issue. Cheryl Rotramel suggested a subcommittee be formed to look at the possibility of establishing a PTO policy in our by-laws and asked that the subject remain on the agenda until a decision is made. The original motion was approved by acclamation.

**GRANT UPDATES:** Jim gave the Board an update on the Vermilion County Healthcare Grant, along with some other possible future opportunities for grants.

**COACHING INTO CARE UPDATE:** Jim updated the board in regards to the Coaching Into Care Discussions.

**DIRECTOR/BOARD ANNOUNCEMENTS:**

None

**ADJOURNMENT:** Valarie Shelton made the motion to adjourn the meeting at 6:50pm. Cheryl Rotramel seconded the motion. Motion was approved by acclamation.

\_\_\_\_\_(Board Secretary)  
Minutes prepared by Jeri Spezia



