

**Hanover Township Mental Health Board**  
**Minutes of the Meeting**  
**April 24, 2012**

The meeting was called to order by Chairman, Brian Gorcowski, at 6:27 p.m.

**Roll Call:** Brian Gorcowski, Linda Best, Bill Burke, Terry Gavin, and Jan Joerin present. A quorum was confirmed. Also present: James Barr, Township Administrator, Suzanne Powers, HTMHB Coordinator; Katy Dolan, Hanover Township Clerk.

**Oath of Office:** Mr. Gorcowski welcomed Katy Dolan Baumer to administer the Oath of Office for new board member, Terry Gavin.

**Approval of the Agenda:** Motion to approve the agenda moved by Ms. Joerin, seconded by Mr. Burke. The motion was approved by unanimous vote.

**Executive Session:** There was no Executive Session.

**Approval of minutes:** Regular minutes were corrected to reflect the correct spelling of anti-suicide in the final paragraph. Motion to approve the regular meeting minutes of March 20 as corrected moved by Mr. Gavin, seconded by Mr. Burke. The motion was approved by unanimous vote. Motion to approve the minutes of the Executive Session on March 20, 2012, as presented moved by Mr. Burke, seconded by Mr. Gorkowski. Motion was approved by unanimous vote.

**Approval of Financials:** Financial will be presented for approval at the next meeting.

**Coordinators Report:** The Coordinator's report was presented and reviewed.

**Unfinished Business**

**Consideration of Amendments to By-Laws:** Proposed amendments to the bylaws were discussed. Ms. Best made a motion to postpone consideration of the amendments until the next meeting. Mr. Gavin seconded the motion. Mr. Gorcowski called for a roll call vote. The motion passed.

Brian Gorcowski	Yes	Linda Best	Yes
Bill Burke	Yes	Terry Gavin	Yes
Jan Joerin	Yes		

**Strategic Planning/Community Needs Assessment:** Alternative options for conducting a Community Needs Assessment to provide date for strategic planning was discussed. Proposals included a household survey (Option 1) versus in-house data gathering (Option 2), and focus groups to discuss service needs and experiences. A community stakeholder meeting would be considered once the needs assessment is completed. Mr. Burke made a motion to approve Option 2 and proceed with obtaining services needed to conduct the program with costs not to exceed \$11,000. Ms Joerin seconded the motion. Mr. Gorcowski called for a roll call vote. The motion passed.

Brian Gorcowski	Yes	Linda Best	Yes
Bill Burke	Yes	Terry Gavin	Yes
Jan Joerin	Yes		

**New Business**

***Capital Grant***

Ms. Best made a motion to approve a Capital Grant of \$4,783 for Bartlett Learning Center/Clare Woods Academy to be used for the purchase of safety equipment. Ms. Joerin seconded the motion. Discussion ensued. Mr. Gorcowski called for a roll call vote. The motion passed.

Brian Gorcowski	Yes	Linda Best	Yes
Bill Burke	Yes	Terry Gavin	Yes
Jan Joerin	Yes		

***Staff Development Grant***

Ms. Joerin made a motion to approve a Staff Development Grant of \$1,500 for Bartlett Learning Center for training staff in non-violent crisis intervention. Mr. Gavin seconded the motion. Discussion ensued. Mr. Gorcowski called for a roll call vote. The motion passed.

Brian Gorcowski	Yes	Linda Best	Yes
Bill Burke	Yes	Terry Gavin	Yes
Jan Joerin	Yes		

**Other Business:** The next meeting of the board will be held May 22. There will be no meeting in June and July.

**Open Comment:** Mr. Gorcowski noted that the board was awarded the “Christ the Healer” award from Alexian Brothers as a result of our support to the mental health agency.

**Adjournment:** There being no further business, Mr. Gavin moved that the meeting adjourn. Ms. Joerin seconded the motion. The motion passed. Next meeting will be held Tuesday, May 22.

Respectfully submitted,

Linda Best  
Secretary