

**Hanover Township Mental Health Board
Minutes of the Meeting
May 25, 2010**

The meeting was called to order by Linda Best, Secretary, at 5:00 p.m.

Roll Call: Linda Best, Bill Burke, Marvin Kramer, John Sampey present. A quorum was established. Also present: Danise Habun, Executive Director; James Barr, Township Administrator; visitors: Jack Callahan, Leila Gomez-Bock.

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

Approval/Corrections of regular minutes: Motion to approve the minutes of April 15 regular meeting and executive session moved by Ms. Burke, seconded by Mr. Kramer. The motion was approved by unanimous vote.

Approval of February, 2010, Financials: Motion to approve the March, 2010, financials as presented moved by Mr. Kramer, seconded by Mr. Burke. Ms. Best called for a roll call vote. The motion carried.

Linda Best	Yes	Marvin Kramer	Yes
Bill Burke	Yes	John Sampey	Yes

Motion to approve the April, 2010, financials as presented moved by Mr. Kramer, seconded by Mr. Burke. Ms. Best called for a roll call vote. The motion carried.

Linda Best	Yes	Marvin Kramer	Yes
Bill Burke	Yes	John Sampey	Yes

Executive Director's Report: The Executive Director's report was presented and reviewed.

Planning Sub-committee Report: Ms. Best presented a report on the Annual Community Planning Meeting held April 30. A total of 70 community stakeholders were in attendance. Results indicate levels of need for prevention, intervention, and outreach services in areas of mental health, substance abuse, and developmental disabilities. Four Collaboration Groups have been formed to address issues common to the service providers. Mental Health Board will use finding in development of strategic plan later this year.

Resolution for Adopting Personnel Policy of Hanover Township: Mr. Barr is awaiting specific wording for resolution. Consideration is postponed until next meeting.

Proposal to Amend 2011 Budget for Hanover Township Mental Health Board: Ms. Habun reported that as of March 31, 2010, the HTMHMB has cash reserves equivalent to 12 months of operations. Given the uncertainties of state support to local agencies, the Board explored alternative proposals to utilize reserves to fund emergency, capital and one time needs of local service providers.

Following discussion, Mr. Kramer made a motion to amend the Hanover Township Mental Health Board FY2010-2011 Budget to increase Line Item 505-4138 Emergency Contract Support an additional \$325,000 to total \$350,000; to increase Line Item 505-4177 Agency Staff Development an additional \$10,000 to total \$15,000; to increase Line Item 505-4179 Challenge Grant an additional \$50,000 to total \$90,000; and to increase Line Item 505-4180 Capital Grant an additional \$15,000 to total \$30,000 for an total FY2010-2011 budget increase of \$400,000 and a revised FY2010-2011 budget of \$1,534,205.

Motion was seconded by Mr. Sampey. Ms. Best called for a roll call vote. The motion carried.

Linda Best	Yes	Marvin Kramer	Yes
Bill Burke	Yes	John Sampey	Yes

Membership Dues, Association of Community Health Authorities of Illinois: Mr. Kramer made a motion to approve payment of annual dues for membership in the Association of Community Health Authorities of Illinois. Mr. Sampey seconded the motion. Ms. Best called for a roll call vote. The motion carried.

Linda Best	Yes	Marvin Kramer	Yes
Bill Burke	Yes	John Sampey	Yes

Consideration of Alexian Brothers Center for Mental Health Request for Funds: Due to a misunderstanding of the HTMHB funding process, Alexian Brothers Center for Mental Health failed to submit their annual funding request within the specified timeline. Services to residents have continued and the HTMHB received a request for special consideration for FY 2010-2011. Mr. Kramer made a motion to fund Alexian Brothers Center for Mental Health for outpatient psychiatry and counseling services contract for April 1, 2010 through March 31, 2011 in the amount of \$16,500 utilizing funds budgeted for Emergency Contract Support Line Item 505-4138. Mr. Burke seconded the motion. Ms. Best called for a roll call vote. The motion carried.

Linda Best	Yes	Marvin Kramer	Yes
Bill Burke	Yes	John Sampey	Yes

Consideration of Northwest CASA Request for Funds: Request for additional funding for Northwest CASA was discussed. Board asked that the agency submit request as part of anticipated distribution of proposed emergency grants for service agencies.

Executive Session: Mr. Burke moved to go into executive session pursuant to paragraph 2(c) 1 (Personnel) Illinois Open Meetings Act. Motion was seconded by Mr. Kramer. Ms. Best called for a roll call vote. The motion carried.

Linda Best	Yes	Marvin Kramer	Yes
Bill Burke	Yes	John Sampey	Yes

The board adjourned into executive session at 6:10 p.m.

The Chair called the meeting back to order at 7:20 p.m.

Open Comment: Ms. Habun addressed questions regarding miscellaneous expenditures which included \$939 for Sprint cards and an incorrectly recorded expense for agency support.

Other Business: Mr. Barr suggested that the board considered to combine the Building Committee and Finance Committee into one committee. The board agreed to the change.

The HTMHB discussed meeting times for the summer. It was agreed that the next meeting of the HTMHB would be held at 5 p.m., July 8.

Adjournment: Mr. Burke moved to adjourn the meeting. Motion seconded by Mr. Sampey. Motion carried. Meeting adjourned at 7:29 p.m.

Respectfully submitted,

Linda Best
Secretary