

**HANOVER TOWNSHIP MENTAL HEALTH BOARD**

**MINUTES of the MEETING**

**August 25, 2015**

The meeting was called to order by Chairman Linda Best at 6:02 p.m.

**Roll Call:** Linda Best, Kathy Biesiadecki, Kim Baffa and Meghan Nelson. Also present: Mental Health Board Manager Kristin Vana. Trustee Mary Alice present at 6:08 p.m.

**Approval of the Agenda:** Ms. Best asked that the Planning Committee Meeting Review under New Business be moved up in the agenda to be discussed prior to Emergency Grant Requests. Motion to approve the agenda reflecting Ms. Best’s amendments was made by Ms. Nelson, seconded by Ms. Baffa. The motion was approved by unanimous vote.

**Approval of the Minutes:**

Motion to approve the minutes of the May 26, 2015 meeting was moved by Ms. Biesiadecki, seconded by Ms. Nelson. The motion was approved by unanimous vote.

Motion to approve the special meeting minutes of June 25, 2015 was moved by Ms. Biesiadecki, seconded by Ms. Nelson. The motion was approved by unanimous vote.

**Approval of the Financials:** Motion to approve the May 2015, June 2015 and July 2015 financials was made by Ms. Biesiadecki, seconded by Ms. Nelson. Discussion ensued. The motion was approved.

Ms. Best	Yes	Ms. Biesiadecki	Yes	Ms. Nelson	Yes
Ms. Baffa	Yes	Trustee Benoit	Yes		

**Manager’s Report:** The Manager’s Report was presented and reviewed. Manager explained the community needs assessment has been completed and University of Illinois Rockford, Health Systems Research will present the results at the September meeting.

**Unfinished Business:**

**Emergency Grant: Centro de Informacion:** Centro de Informacion submitted a letter requesting the second installment of the emergency funding they received in April 2015 be disbursed. Motion to approve the disbursement of \$9,000 to Centro de Informacion was made by Trustee Benoit, seconded by Ms. Biesiadecki. Discussion ensued. Ms. Best noted the agency submitted all information as requested by the Mental Health Board. Ms. Best requested a roll call vote. Motion was approved.

Ms. Best     Yes             Ms. Biesiadecki     Yes             Ms. Nelson     Yes  
Ms. Baffa     Yes             Trustee Benoit     Yes

**New Business:**

**Capital Grant Request: Maryville Academy:** Maryville made a request for \$11,000 to purchase 30 new Google Chrome laptops for staff to utilize in therapy sessions. Motion to approve the request was made by Ms. Biesiadecki, seconded by Ms. Nelson. Discussion ensued. The board expressed concern with the explanation that new laptops were needed due to the current laptops being damaged by clients during therapy sessions. Ms. Best requested Maryville submit more information regarding alternatives and safety precautions for laptop purchase. The request will be reviewed at the September meeting.

**Capital Grant Request: Little City:** Little City made a request for a capital grant of \$12,125 towards the purchase of new furniture for their Cherry Avenue CILA home in Hanover Park. Motion to approve the request was made by Trustee Benoit, seconded by Ms. Baffa. Discussion ensued. Trustee Benoit made a motion to amend the request for \$6,000 towards the purchase of living room furniture and a medication cabinet. The motion was seconded by Ms. Baffa. Discussion ensued. Ms. Best called for a roll call vote. The motion was approved.

Ms. Best     Yes             Ms. Biesiadecki     Yes             Ms. Nelson     Yes  
Ms. Baffa     Yes             Trustee Benoit     Yes

**Staff Development Grant Request: Hanover Township Office of Community Health :** The Office of Community Health made a request for staff development funds in the amount of \$1,034 to fund the Director’s attendance to the Healthy Aging Summit in Washington D.C. A motion to approve the grant was made by Ms. Biesiadecki, seconded by Ms. Nelson. Discussion ensued. Ms. Best called for a roll call vote. The motion was approved.

Ms. Best     Yes             Ms. Biesiadecki     Yes             Ms. Nelson     Yes  
Ms. Baffa     Yes             Trustee Benoit     Yes

**Staff Development Grant Request: Day One Network:** DayOne Network made a request for a staff development grant in the amount of \$1,400 for 19 staff members to attend the Autism Conference in October. A motion to approve the request was made by Ms. Biesiadecki, seconded by Ms. Nelson. Discussion ensued. The board noted this request is directly aligned with funding priorities for staff development grants. Ms. Best called for a roll call vote. The motion was approved.

Ms. Best     Yes             Ms. Biesiadecki     Yes             Ms. Nelson     Yes  
Ms. Baffa     Yes             Trustee Benoit     Yes

**Staff Development Grant Request: Countryside Association:** Countryside Association made a request for a staff development request of \$1,985 for various staff to participate in webinars and

conferences throughout the year. The motion to approve the request was made by Ms. Biesiadecki, seconded by Ms. Nelson. Discussion ensued. Ms. Best call for a roll call vote. The motion was denied.

Ms. Best      No              Ms. Biesiadecki      No              Ms. Nelson      No

Ms. Baffa      No              Trustee Benoit      No

**Planning Committee Meeting Review:** Manager Vana updated the board on the community needs assessment finishing up and results being presented at the September meeting. The Planning Committee also created a set of Emergency Service Contract Guidelines to share with funded agencies that are interested in applying for emergency funding. The full board reviewed the guidelines and asked Manager to share with funded agencies after few changes were made. In addition, Manager Vana updated the board on the status of the Psychiatric Medication Assistance Program. Legal counsel will be contacted to ensure proper written documentation is available prior to funding any agency through this program.

**Emergency Grant Request: Countryside Association:** Countryside Association made an emergency request for \$5,106 to continue with full service in-home respite care for their 4 Hanover Township clients. Due to the state budget stalemate, Countryside is being forced to discontinue respite services to any residents who live in communities that do not provide funding to Countryside. A motion to approve the request was made by Trustee Benoit, seconded by Ms. Baffa. Discussion ensued. Ms. Best called for a roll call vote. The motion was approved.

Ms. Best      Yes              Ms. Biesiadecki      Yes              Ms. Nelson      Yes

Ms. Baffa      Yes              Trustee Benoit      Yes

**Emergency Grant Request: Children’s Advocacy Center, Safe From the Start:** The Safe from the Start program made an emergency request for \$25,000 to remain offering programming and services full time at the Mental Health Resource Center. Due to the lack of a state budget, Safe From the Start is incurring a \$30,375 debt quarterly as they continue to operate at full capacity. A motion to approve the request was made by Ms. Nelson, seconded by Ms. Biesiadecki. Discussion ensued. The board noted the agency’s statement that funds will be returned if or when they are reinstated by the state. Ms. Best called for a roll call vote. The motion was approved.

Ms. Best      Yes              Ms. Biesiadecki      Yes              Ms. Nelson      Yes

Ms. Baffa      Yes              Trustee Benoit      Yes

**Challenge Grant Request: Renz Addiction Counseling Center:** Renz made a challenge grant request for \$25,000 to start a new program, Safer Choices, for at risk teens at Streamwood High School. A motion to approve the request was made by Trustee Benoit, seconded by Ms. Biesiadecki, Discussion ensued. The board requested more information be provided regarding the success of the program at other high schools in the area, in addition to the financial plan to sustain programming after the first year. Renz is currently requesting sole funding from the Mental Health Board for this program. The board will review any additional information submitted by Renz at the September meeting.

**Executive Session:** None

**Other Business:** Manager Vana updated the board regarding the resignation of Julia Thomas which was effective August 17, 2015. Supervisor McGuire and the Hanover Township Board will appoint a new member in the coming months.

Ms. Biesiadecki reviewed the site visit to Easter Seal of DuPage and Fox Valley that took place on August 10, 2015. Easter Seals offers a variety of innovative physical and occupation therapies, in addition to auditory and speech assistive technology. The site visit was very successful and no additional follow up with the agency is necessary at this time.

Trustee Benoit and Ms. Best updated the board on the Mental Health Housing Task Force. The task force completed three site visits over the summer to group homes and apartments offered by Alexian Brothers, Myers Place and Ecker Center. The Housing Task Force is invited to hear the results of the MHB Community Needs Assessment on September 22, 2015 and will meet again in October to review site visits and determine next steps to identifying the need for mental health housing in the township.

**Public Comment:** No one offered comments.

**Adjournment:** There being no other business, Trustee Benoit moved to adjourn the meeting. Ms. Biesiadecki seconded the motion. Motion was approved. Meeting adjourned at 8:23 p.m.

Respectfully Submitted

Kristin Vana  
Mental Health Board Manager