

**HANOVER TOWNSHIP MENTAL HEALTH BOARD**

**MINUTES of the MEETING**

**September 22, 2015**

The meeting was called to order by Chairman Linda Best at 6:00 p.m.

**Roll Call:** Linda Best, Kathy Biesiadecki, Kim Lemke, Kim Baffa, Meghan Nelson and Trustee Benoit. Also present: James Barr, Hanover Township Administrator, Kristin Vana, Mental Health Board Manager, Deborah Lischwe, Health Systems Research, Dr. Alesia Jones, Health Systems Research, Supervisor McGuire, Karen Beyer, John Parquette, and Ron Weglarz of the Mental Health Housing Task Force.

**Approval of the Agenda:** Motion to approve the agenda was made by Ms. Biesiadecki, seconded by Ms. Lemke. The motion was approved by unanimous vote.

**Workshop: Mental Health Board Community Needs Assessment Presentation:** The Mental Health Board, Supervisor McGuire and the Mental Health Housing Task Force heard the presentation from University of Illinois-Rockford, Health Systems Research regarding the results of the Community Needs Assessment completed this summer. Both the Community Analysis and the Focus Groups were reviewed. The Mental Health Board will use the results to develop their next three year strategic plan for Fiscal Years 2017-2019. The workshop adjourned at 7:47.

Trustee Benoit made a motion for a ten minute recess, seconded by Ms. Biesiadecki. Motion was approved.

Ms. Best called the meeting back to order at 8:00 PM.

**Approval of the Minutes:**

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

**Approval of the Financials:** Motion to approve the August 2015 financials was made by Ms. Lemke, 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	Ms. Lemke	Yes

**Manager's Report:** The Manager's Report was presented and reviewed. Manager explained internet was installed at the Community Resource Center for the receptionist's use, in addition to giving the MHB and Facilities and Maintenance off-site access to the security system.

**Unfinished Business:**

**Challenge Grant: Renz Addiction Counseling Center:** Renz submitted a letter at the request of the board with additional information regarding their request for \$25,000 towards their pregnancy prevention program. The current motion to approve a \$25,000 challenge grant was made by Trustee Benoit, seconded by Ms. Biesiadecki. Discussion ensued. It was noted there was not a strong correlation to mental health within the application or the supporting document submitted. Ms. Best called for a roll call vote. Motion was denied.

Ms. Best	No	Ms. Biesiadecki	No	Ms. Nelson	No
Ms. Baffa	No	Trustee Benoit	No	Ms. Lemke	No

**Capital Grant: Maryville Academy:** Maryville submitted a letter at the request of the board with additional information regarding their request for an \$11,000 capital grant towards the purchase of new equipment to record therapy sessions. The current motion to approve an \$11,000 capital grant was made by Ms. Biesiadecki, seconded by Ms. Nelson. Discussion ensued. It was noted that Maryville had researched further and was requesting more efficient equipment to utilize during therapy sessions. 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	Ms. Lemke	Yes

**New Business:**

**Emergency Grant Request: Shelter, Inc.:** Shelter made a request for \$25,000 in order to maintain full services for the Healthy Families program within Hanover Township. Motion to approve the request was made by Ms. Nelson, seconded by Ms. Biesiadecki. 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	Ms. Lemke	Yes

**Challenge Grant Request: Girls Scouts of Northern Illinois:** Girl Scouts made a request for a challenge grant of \$7,070 in order to expand outreach into the Hanover Township schools to provide underserved populations of girls who might not otherwise lack access to quality extracurricular programming. Motion to approve the request was made by Ms. Lemke, seconded by Ms. Biesiadecki. Discussion ensued. It was noted that programming is targeting at risk population and providing mental health prevention. Ms. Best called for a roll call vote. The motion was approved.

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

**Capital Grant Request: Day One Network:** DayOne Network made a request for capital funding in the amount of \$639.35 towards the purchase of a software update tool for their Client and Agency Planning software. A motion to approve the request was made by Ms. Lemke, 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	Ms. Lemke	Yes

**Leyden Family Service FY 16 Grant Disbursal:** Leyden Family Services submitted a letter requesting to receive FY16 grant award through quarterly payments, rather than purchase of service. The motion to approve the request was made by Trustee Benoit, seconded by Ms. Nelson. Discussion ensued. Manager Vana explained the complication regarding billing Medicaid and receiving fee for service funds from the MHB. Ms. Best call for a roll call vote. The motion was approved.

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

**Planning Committee Meeting Review:** Manager Vana updated the board on the last Planning Committee meeting held on September 10, 2015. We are still waiting to hear from counsel regarding the necessary documentation needed for the Psychiatric Medication Assistance Program. A survey will be created for TIDE riders to complete regarding their current service and how they would be interested in seeing the TIDE program expand. We are also researching crisis response programs that the board may be able to assist in marketing, by reaching out to local therapists to determine what resources they refer to the most. The next Planning Committee meeting will take place sometime in November.

**Site Visit Review: The Bridge Youth and Family Services:** Ms. Best, Ms. Biesiadecki and Manager Vana completed a site visit to the Bridge on September 11, 2015. They were very prepared and reviewed several of their township clients since the beginning of the fiscal year. Discussed ensued regarding reporting guidelines and The Bridge will begin to track phone calls and referrals to accurately reflect the amount of township residents they serve, both directly with crisis intervention and indirectly through referrals and phone calls. The visit was successful with no additional follow up requested.

**Executive Session:** None

**Other Business:** Manager Vana reminded the board that the October 27<sup>th</sup> meeting would begin at 6:00pm due to grant hearings. Due to the Thanksgiving holiday, the board will meet on Thursday, November 19<sup>th</sup> at 6:00 p.m.

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

**Adjournment:** There being no other business, Trustee Benoit moved to adjourn the meeting. Ms. Lemke seconded the motion. Motion was approved. Meeting adjourned at 8:59 p.m.

Respectfully Submitted

Kristin Vana

Mental Health Board Manager