

HANOVER TOWNSHIP MENTAL HEALTH BOARD

MINUTES of the MEETING

October 25, 2016

The meeting was called to order by Chairman Kathy Biesiadecki at 6:31 p.m.

Roll Call: Kathy Biesiadecki, Meghan Nelson, Maureen Lue, Trustee Mary Alice Benoit, Mary Jane Garvey, Debra Sirchia, Linda Best. Also present Kristin Vana, MHB Manager; Megan Conway, and Tina Houdek, Hanover Township; Emma Eschenfeldt and Miriam Fleig of Girl Scouts of Northern Illinois; Heather Mlynek, the Bridge Youth and Family Services; Carol Brown, Shelter-Inc.

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

Public Comment: None

Workshop: Fiscal Year 2018 Annual Mental Health Board Grant Hearings: The Board heard requests for annual grants for FY 18 that involve new or substantially increased funding. Presentations included representatives of Hanover Township C-HOPE Program, Girls Scouts of Northern Illinois, The Bridge Youth and Family Services and Shelter-Inc.

Approval of Regular Meeting Minutes of September 21, 2016: Motion to approve the regular meeting minutes of the September 21, 2016 was made by Ms. Garvey, seconded by Ms. Lue. The motion was approved.

Approval of the Financial Statements:

A motion to approve the August 2016 Financial Statement was made by Ms. Nelson, seconded by Ms. Best. The motion was approved by unanimous vote.

A motion to approve the September 2016 Financial Statement was made by Trustee Benoit, seconded by Ms. Garvey. Discussion ensued. It was noted this statement was for the first half of the fiscal year and all agencies receiving quarterly funds have received 75% of their annual grant allocations. The motion was approved by unanimous vote.

Manager's Report: The Manager's Report was presented and reviewed. Manager was asked to briefly review the financials and to make note of line items significantly below or above 50% of the budgeted amount. A second set of grant hearings will take place at the November 14th Mental Health Board meeting with 4 additional agencies presenting. Manager Vana also reviewed the grant allocation timeline. The Board will receive their FY 18 grant allocation worksheets by mid-December. Worksheets will be due by mid-January and the grant allocation meeting will take place at the end of January.

Unfinished Business: None

New Business:

Site Visit Review: Clearbrook: Ms. Lue, Ms. Best and Manager Vana attended a site visit to Clearbrook in Arlington Heights on October 11, 2016. Clearbrook had several executive staff available for the visit and discussed their different programs, in addition to their new Pursuit Program at the Hanover Park Park District in partnership with the NWSRA. The agency serves clients birth throughout the life cycle. Clearbrook explained they have been impacted by the state budget impasse, however they are able to sustain due to a large fundraising effort. Staff also discussed their outreach to the Spanish speaking population and their interest in assisting the Mental Health Board with the Hispanic Needs Assessment. No additional follow up was recommended at this time.

Planning and By-Laws Committee Meeting Review: The Planning Committee met October 25, 2016 prior to the Mental Health Board meeting. The FY 17 funding distribution was reviewed and it was noted a recommendation for FY 18 funding would be made at the December MHB meeting. The committee also reviewed the FY 18 annual grant application from Northwest Compass for the Legacy Corps and Veteran & Military Services. After reviewing the application, it was noted that two different programs were included in one funding request. The board recommended that Northwest Compass submit two separate applications for funding to be reviewed. Manager Vana is currently in the process of researching potential website providers to update the Mental Health Board reporting website. The next Planning Committee meeting is scheduled for December 6, 2016 at 5:30 PM.

Mental Health Housing Task Force Site Visits: Manager Vana and Trustee Benoit reviewed the status of the Hanover Township Mental Health Housing Task Force Site Visits. The first visit will be completed Thursday, October 27th at Myer's Place. The next visits scheduled are November 17th to PhilHaven in Wheeling and December 13th to Greenleaf Manor in Glenview. The Mental Health Board is invited to attend.

2017 Mental Health Board Meeting Dates: The Mental Health Board meeting dates for 2017 were presented and reviewed. The board will continue to meet the fourth Tuesday of the month at 6:00 PM in Downey Hall. The January meeting date was changed to January 31st at 6:00 PM to accommodate several scheduling conflicts.

Mental Health Board Meeting Date December 2016: Discussion ensued regarding the rescheduling of the December Mental Health Board meeting. Ms. Biesiadecki also noted the Finance and Facilities Committee needs to meet prior to the December meeting. The Finance Committee meeting was scheduled for Thursday, December 1st at 5:00 PM and the Mental Health Board meeting was scheduled for Tuesday, December 6, 2016 at 6:30 PM.

Executive Session: None

Other Business: None.

Adjournment: There being no other business, Ms. Lue moved to adjourn the meeting. Trustee Benoit seconded the motion. Motion was approved. Meeting adjourned at 8:06 p.m.

Respectfully Submitted,

Maureen Lue
Mental Health Board Secretary