

HANOVER TOWNSHIP MENTAL HEALTH BOARD
MINUTES of the MEETING
November 14, 2016

The meeting was called to order by Chairman Kathy Biesiadecki at 6:00 p.m.

Roll Call: Kathy Biesiadecki, Maureen Lue, Mary Jane Garvey, Debbra Sirchia. Also present Kristin Vana, MHB Manager; James Howard, Hanover Township Accountant; LeRoy Messenger, Northwest Compass; Cheryl Novas, Northwest Compass; Kelly Clark, Northwest Compass; Carrie Carnaghi, Little City; Erik Johnson, Easter Seals; Eric Nelson, Administer Justice.

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

Public Comment: None

Financial Update: James Howard, Accountant for Hanover Township, discussed the 2016 proposed tax levy. It was explained that Cook County had admitted to an error in applying Property Tax Extension Limitation Law (PTELL) incorrectly to township funds. Rather than a proportional reduction of all funds under the township being reduced, only the Mental Health fund was reduced. To correct, accounting will re-allocate property taxes internally to make the Mental Health Board whole based on corrected extension received from Cook County. The Township auditor is in agreement with this approach.

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 Northwest Compass, Little City Foundation, Easter Seals and Administer Justice.

Approval of Regular Meeting Minutes of October 25, 2016: Motion to approve the regular meeting minutes of the October 25, 2016 was made by Ms. Lue, seconded by Ms. Garvey. Discussion ensued. The motion was approved.

Approval of the October 2016 Financial Statement: Due to an early meeting in November, October financials were not available. October financials will be available for review at the next board meeting on December 6, 2016.

Manager's Report: The Manager's Report was presented and reviewed. Manager informed the board of the status of Safe From the Start's efforts to seek state funding. SFTS Program Manager, Carrie Estrada, is in direct contact with Manager and will continue to provide updates as information becomes available. Manager discussed the audit of Northwest Compass' Legacy Corps program. Northwest Compass is not requesting funding in FY 18 for the Legacy Corps program. Manager also reviewed the grant allocation process. 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:

Capital Grant Request: PADS of Elgin: A motion to approve a \$5,000 capital grant to PADS of Elgin to support the purchase of a new phone system was made by Ms. Lue, seconded by Ms. Nelson. Discussion ensued. It was noted that PADS of Elgin currently does not have a private voicemail system for case workers and confidentiality may be an issue. Ms. Biesiadecki called for a roll call vote. The motion was approved. Ms. Biesiadecki Yes Ms. Lue Yes Ms. Sirchia Yes Ms. Garvey Yes

Site Visit Review: Open Door Clinic: Trustee Benoit and Manager Vana attended a site visit to Open Door Clinic in Elgin on November 10. Services and programming were discussed. In addition to the outreach and prevention programming and services the Mental Health Board funds, Open Door also has a full clinic and behavioral health services. Mid-year grant opportunities were also discussed, as Open Door staff are always looking to participate in new trainings, certifications, etc. No additional follow up was recommended at this time.

Executive Session: None

Other Business: Manager Vana answered questions regarding the 2016 proposed tax levy. The next meeting date for the Finance Committee is Thursday, December 1st at 5:00 PM. The next Planning Committee meeting will take place on Tuesday, December 6th at 5:30 PM and the Mental Health Board meeting will also take place on Tuesday, December 6th at 6:30 PM.

Adjournment: There being no other business, Ms. Lue moved to adjourn the meeting. Ms. Garvey seconded the motion. Motion was approved. Meeting adjourned at 8:03 p.m.

Respectfully Submitted,

Maureen Lue
Mental Health Board Secretary