

**HANOVER TOWNSHIP MENTAL HEALTH BOARD**

**MINUTES of the MEETING**

**November 28, 2017**

The meeting was called to order by Chairman Kathy Biesiadecki at 6:03 p.m.

**Roll Call:** Kathy Biesiadecki, Meghan Nelson, Maureen Lue, Debra Sirchia, Trustee Mary Alice Benoit, Kristen Cruthers. Also present Kristin Vana, MHB Manager; Jill DeLarco, Leyden Family Services; Erik Johnson, Easter Seals; Eric Nelson, Administer Justice; Gaby Arias, WINGS; Mike Gresk, Bartlett Learning Center; Barb Cerny, Bartlett Learning Center.

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

**Presentation:** The Board heard requests for annual funding for FY 19 that involve new or substantially increased funding. Presentations included representatives of Leyden Family Services, Easter Seals of DuPage and Fox Valley, Administer Justice, WINGS and Bartlett Learning Center.

**Approval of Regular Meeting Minutes of October 24, 2017:** Motion to approve the regular meeting minutes of the October 24, 2017 was made by Trustee Benoit, seconded by Ms. Nelson. The motion was approved by unanimous vote.

**Approval of the October 2017 Financial Statement:** Motion to approve the October 2017 financial statement was made by Ms. Lue, seconded by Ms. Sirchia. Ms. Biesiadecki called for a roll call vote. The motion was approved.

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|-----------------|-----|----------------|-----|--------------|-----|
| Ms. Biesiadecki | Yes | Trustee Benoit | Yes | Ms. Cruthers | Yes |
| Ms. Nelson      | Yes | Ms. Sirchia    | Yes | Ms. Lue      | Yes |

**Manager’s Report:** The Manager’s Report was presented and reviewed. Manager noted the website development is moving forward with an anticipated completion March 2018. Manager Vana also reviewed the status of the Disabled Housing Initiative which continues to move forward.

**Unfinished Business:** None

**New Business:**

**Staff Development Request: Family Service Association of Elgin:** A motion to approve a staff development funding request in the amount of \$2,120 was made by Ms. Nelson, seconded by Ms. Cruthers. Discussion ensued. It was noted the training was directly related to enhancing mental health services at FSA. Ms. Biesiadecki called for a roll call vote. The motion was approved.

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|-----------------|-----|----------------|-----|--------------|-----|
| Ms. Biesiadecki | Yes | Trustee Benoit | Yes | Ms. Cruthers | Yes |
| Ms. Nelson      | Yes | Ms. Sirchia    | Yes | Ms. Lue      | Yes |

**Staff Development Request: WINGS:** A motion to approve a staff development funding request in the amount of \$3,000 was made by Ms. Nelson, seconded by Ms. Lue. Discussion ensued. It was noted that staff attending the training would have the ability to train additional staff at the agency at a later date. Ms. Biesiadecki called for a roll call vote. The motion was approved.

Ms. Biesiadecki Yes Trustee Benoit Yes Ms. Cruthers Yes

Ms. Nelson Yes Ms. Sirchia Yes Ms. Lue Yes

**Emergency Funding Request: WINGS:** A motion to decline an emergency funding request in the amount of \$13,365 was made by Ms. Lue, seconded by Trustee Benoit. Discussion ensued. It was noted that the transitional living facility in need of repairs is not physically located in Hanover Township and does not shelter any Hanover Township residents. Ms. Biesiadecki called for a roll call vote. The motion was approved.

Ms. Biesiadecki Yes Trustee Benoit Yes Ms. Cruthers Yes

Ms. Nelson Yes Ms. Sirchia Yes Ms. Lue Yes

**Capital Funding Request: WINGS:** A motion to decline a capital funding request in the amount of \$20,750 was made by Trustee Benoit, seconded by Ms. Lue. Discussion ensued. It was noted again that the transitional living facility in need of repairs is not physically located in Hanover Township and does not shelter any Hanover Township residents. Ms. Biesiadecki called for a roll call vote. The motion was approved.

Ms. Biesiadecki Yes Trustee Benoit Yes Ms. Cruthers Yes

Ms. Nelson Yes Ms. Sirchia Yes Ms. Lue Yes

**FY 2019 Mental Health Board Funding Priorities:** A motion to approve the FY 2019 Funding Priorities as presented was made by Ms. Nelson, seconded by Ms. Lue. Discussion ensued. The motion passed unanimously.

- 1) Focus Mental Health Board funding on mental health programs.
- 2) Expand funding for supportive services for individuals with developmental disabilities.
- 3) Expand funding for supportive services for individuals following substance abuse treatment.
- 4) Strategies for bilingual services.
- 5) Strategies to provide quality prevention/awareness programs for non-professionals concerned with youth and adolescent mental health disorders, addiction and other developmental disabilities.
- 6) Funding priorities to be given to agencies that serve a substantial number of Hanover Township residents.

**NIU Center for Governmental Studies Needs Assessment Proposal:** Manager Vana reviewed the needs assessment proposal. Discussion ensued. It was noted that the board would like to conduct focus groups for both community leaders and users of mental health, substance abuse and developmental disability services. The board requested Manager Vana reach out to NIU to discuss additional options for assessing the general population of Hanover Township, as the options proposed were not favorable.

**Planning and Bylaws Committee Meeting Review:** Ms. Nelson reviewed the Planning and Bylaws Committee meeting that took place on November 28, 2017 at 5:00 PM. The committee continues to work on the Hispanic Needs Assessment. Ms. Lue and Manager Vana will be meeting with the U-46 bilingual school nurse and social worker to discuss the population they serve. This may present an opportunity to discuss the involvement of U-46 in the MHB needs assessment in the spring. The committee also reviewed and presented the FY 2019 Funding Priorities. The TIDE program was reviewed and the committee recommends the board continue to utilize the TIDE program to assist residents in need of transportation to AID for day programs. The committee will meet again in January to develop the second round site visit worksheet.

**Site Visit: Catholic Charities:** Ms. Biesiadecki reviewed the site visit to Catholic Charities that took place on November 16, 2017. Ms. Biesiadecki and Manager Vana met with Director Cindy Gunderson and key staff and discussed the Caregiver programming, in addition to other programs and services Catholic Charities offers. The Caregiver Support programming is well received and continues to serve the community well. There was no additional follow up needed after the visit.

**Executive Session:** None

**Other Business:** Discussion ensued regarding rescheduling the January 23, 2018 FY 19 funding allocation meeting. The meeting was rescheduled for January 31, 2018 at 6:00 PM. Manager Vana also reminded the Finance and Facilities committee of the meeting scheduled for Tuesday, December 5, 2017 at 5:00 PM at the Senior Center.

**Adjournment:** There being no other business, Ms. Nelson moved to adjourn the meeting. Ms. Lue seconded the motion. Motion was approved. Meeting adjourned at 8:16 p.m.

Respectfully Submitted,

Maureen Lue  
Secretary