

**HANOVER TOWNSHIP MENTAL HEALTH BOARD**

**MINUTES of the MEETING**

**February 27, 2018**

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

**Roll Call:** Kathy Biesiadecki, Meghan Nelson, Maureen Lue, Debbra Sirchia, Trustee Mary Alice Benoit, Kristen Cruthers (6:01 PM) and Mary Jane Garvey. Also present Kristin Vana, MHB Manager; Margaret Dillon, Gigi’s Playhouse; Mary Jo Shepard, Gigi’s Playhouse; Suzanne Ploger, JOURNEY’S: The Road Home; John Parquette, Director of Hanover Township Youth and Family Services.

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

**Public Comment:** None

**Presentations:** The board heard presentations from Gigi’s Playhouse, Hanover Township Youth and Family Services and JOURNEY’S: The Road Home in regards to their mid-year funding applications being considered. All agencies requesting mid-year funds over the amount of \$10,000 are asked to present to the board.

**Approval of Regular Meeting Minutes of January 30, 2018:** Motion to approve the regular meeting minutes of the January 30, 2018 was made by Ms. Lue, seconded by Ms. Nelson. The motion was approved by unanimous vote.

**Approval of the January 2018 Financial Statement:** Motion to approve the January 2018 financial statement was made by Ms. Garvey, seconded by Ms. Cruthers. Ms. Biesiadecki called for a roll call vote. The motion was approved.

Ms. Biesiadecki	Yes	Ms. Nelson	Yes	Ms. Cruthers	Yes	Ms. Lue	Yes
Trustee Benoit	Yes	Ms. Sirchia	Yes	Ms. Garvey	Yes		

**Manager’s Report:** The Manager’s Report was presented and reviewed. Manager reviewed reporting concerns with Renz Center and shared communication has already been had with Renz Center Executive Director to rectify the issue. Manager Vana also updated the board on the status of the new reporting website, which should be complete by the beginning of the new fiscal year. The new reporting website will have the ability to allow agencies to complete funding applications on the website rather than downloading and uploading documents, which should prove to be a much more efficient practice. A call to begin planning the next steps of the Community Needs Assessment with the Center for Governmental Studies, NIU is scheduled for early next week.

**Unfinished Business:** None

**New Business:**

**Fiscal Year 2019 Challenge Funding: Gigi’s Playhouse:** A motion to approve \$25,000 in Fiscal Year 2019 challenge funding to Gigi’s Playhouse was made by Ms. Lue, seconded by Ms. Nelson. Discussion ensued and

it was noted funding was available to be allocated from the Fiscal Year 2018 budget. A motion to amend the previous motion to approve \$25,000 in Fiscal Year 2018 challenge funding to Gigi's Playhouse was made by Ms. Lue, seconded by Ms. Nelson. Discussion ensued. It was noted that Gigi's Playhouse is physically located just outside the Hanover Township boundary and the agency is likely to be successful in their attempt to increase the number of Hanover Township residents they serve. Ms. Biesiadecki called for a roll call vote. The motion was approved.

Ms. Biesiadecki	Yes	Ms. Nelson	Yes	Ms. Cruthers	Yes	Ms. Lue	Yes
Trustee Benoit	Yes	Ms. Sirchia	Yes	Ms. Garvey	Yes		

**Fiscal Year 2019 Challenge Funding: Hanover Township, Youth and Family Services:** A motion to approve \$25,000 in Fiscal Year 2019 challenge funding to Hanover Township Youth and Family Services for a Bilingual Therapist was made by Ms. Garvey, seconded by Trustee Benoit. Discussion ensued. It was noted by funding a full-time bilingual therapist, this would allow a large portion of the current wait list for Spanish speaking therapy in Youth and Family Services to be served. Funding will be available in the new fiscal year beginning April 1, 2018. Ms. Biesiadecki called for a roll call vote. The motion was approved.

Ms. Biesiadecki	Yes	Ms. Nelson	Yes	Ms. Cruthers	Yes	Ms. Lue	Yes
Trustee Benoit	Yes	Ms. Sirchia	Yes	Ms. Garvey	Yes		

**Capital Funding Request: JOURNEY'S The Road Home:** A motion to approve \$5,000 in capital funding to JOURNEY'S: The Road Home for the purchase of shelter equipment was made by Ms. Cruthers, seconded by Ms. Sirchia. Discussion ensued. It was noted that the amount of funding would assist with the purchase of 30 sets of shelter equipment, which is greater than the number of Hanover Township residents the agency has currently served this fiscal year. Ms. Biesiadecki called for a roll call vote. The motion was approved.

Ms. Biesiadecki	Yes	Ms. Nelson	Yes	Ms. Cruthers	Yes	Ms. Lue	Yes
Trustee Benoit	Yes	Ms. Sirchia	Yes	Ms. Garvey	Yes		

**Capital Funding Request: PADS of Elgin:** A motion to approve \$7,157.14 in capital funding to PADS of Elgin for the purchase a new water heater was made by Ms. Garvey, seconded by Ms. Nelson. Discussion ensued. It was noted PADS of Elgin has not requested mid-year funds in several years. Ms. Biesiadecki called for a roll call vote. The motion was approved.

Ms. Biesiadecki	Yes	Ms. Nelson	Yes	Ms. Cruthers	Yes	Ms. Lue	Yes
Trustee Benoit	Yes	Ms. Sirchia	Yes	Ms. Garvey	Yes		

**Site Visit Review: Hanover Township Senior Services:** Ms. Nelson and Ms. Lue reviewed the site visit to Hanover Township Senior Services to review the Senior Mental Health Program, C-HOPE. MHB members met with Megan Conway, Senior Social Services Manager and Tina Houdek, YFS Clinical Manager to discuss the program and how it has evolved since its inception several years ago. Ms. Nelson noted the program staff thoughtfully worked through barriers and helped removed the stigma of seeking out mental health services. No additional follow up was recommended.

**Site Visit Review: Centro de Informacion:** Ms. Nelson and Trustee Benoit reviewed the site visit to Centro de Informacion. This site visit was the first visit of the second round of site visits to be completed. Both Ms. Nelson and Trustee Benoit explained that since the population Centro serves is a transient population, the need for referral services to the Spanish speaking clients Centro serves is vital. However, concerns were noted regarding the lack of record kept for client referrals and the procedure for addressing common client concerns and needs. The agency was encouraged to contact Manager Vana to discuss ways they could provide more assistance to their clients by perhaps considering offering health/psychiatry services, etc. At this time, no follow up was recommended.

**Fiscal Year 2019 Site Visit Schedule:** Manager Vana presented the site visit schedule for FY 19. The Mental Health Board has visited all of the funded agencies and will begin the next three year site visit schedule. Members of the Mental Health Board will visit 9 agencies in FY 19.

**Funded Agency Board Member Training:** The Mental Health Board discussed the possibility of hosting a training for the Board of Directors of the MHB funded agencies reviewed the responsibilities associated with being a board member for a not for profit agency. It was noted there are more education topics directly related to mental health, substance abuse and developmental disability services and programming that may be more beneficial to staff members of the MHB funded agencies. Manager Vana will research different topics/trainings for the board to consider funding.

**Hanover Township Sprint to Spring 5k Sponsorship:** A motion to approve a \$500 sponsorship for the Hanover Township Sprint to Spring 5k was made by Trustee Benoit, seconded by Ms. Sirchia. Discussion ensued. It was noted the funds raised at the event will be used to financially assist low income residents in need of dental and medical services. Ms. Biesiadecki called for a roll call vote. The motion was approved.

Ms. Biesiadecki	Yes	Ms. Nelson	Yes	Ms. Cruthers	Yes	Ms. Lue	Yes
Trustee Benoit	Yes	Ms. Sirchia	Yes	Ms. Garvey	Yes		

**Executive Session:** None

**Other Business:** Manager Vana reviewed the status of the Hanover Landing project. Township staff, along with UP Development with attend the Elgin City Council meeting on March 7, 2018 as they considered approving a re-zoning of the property for permanent supportive housing development. Administrator Barr and Manager Vana will keep the Mental Health Board aware of next steps as the project continues to move forward.

**Adjournment:** There being no other business, Ms. Lue moved to adjourn the meeting. Ms. Nelson seconded the motion. Motion was approved. Meeting adjourned at 8:04 p.m.

Respectfully Submitted,

Maureen Lue  
Secretary