

HANOVER TOWNSHIP MENTAL HEALTH BOARD

MINUTES of the MEETING

January 30, 2018

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

Roll Call: Kathy Biesiadecki, Meghan Nelson, Debra Sirchia, Trustee Mary Alice Benoit, Kristen Cruthers and Mary Jane Garvey. Also present Kristin Vana, MHB Manager and James Barr, Administrator

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

Public Comment: None

Approval of Regular Meeting Minutes of December 14, 2017: Motion to approve the regular meeting minutes of the December 14, 2017 was made by Ms. Nelson, seconded by Trustee Benoit. The motion was approved by unanimous vote.

Approval of the December 2017 Financial Statement: Motion to approve the December 2017 financial statement was made by Trustee Benoit, seconded by Ms. Garvey. Ms. Biesiadecki called for a roll call vote. The motion was approved.

Ms. Biesiadecki	Yes	Ms. Nelson	Yes	Ms. Cruthers	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 Boys and Girls Club and is working with the agency to rectify the issue. Administrator Barr also shared an update on the Disabled Housing Initiative. The potential project continues to move forward with UP Development with the next steps being UPD and Hanover Township going before the City of Elgin Planning and Zoning Commission on February 5, 2018. UPD has also submitted applications to apply for housing vouchers through the Housing Authority of Elgin. In addition, UPD will submit the 2018 Low Income Housing Tax Credit application to Illinois Housing Development Authority (IHDA) in mid-March 2018.

Unfinished Business: None

New Business:

Allocation of Fiscal Year 2019 Service Contract Funding: The allocation requests of 43 programs/30 agencies for FY2018 were discussed. Available funds totaled \$860,000; less than funds requested at \$948,514. Discussion ensued and allocations were made (see attached list). Motion to accept FY 19 Service Contract Funding in the amount of \$860,000 as listed was made by Trustee Benoit, seconded by Ms. Garvey. Ms. Biesiadecki called for a roll call vote. The motion was approved.

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

NIU, Center for Governmental Studies Needs Assessment Revised Proposal: A motion to accept the Needs Assessment proposal in the amount of \$16,500 was made by Ms. Cruthers, seconded by Ms. Nelson. Discussion ensued. It was noted the proposal remained within the budgeted amount and made the appropriate revisions to the survey portion of the proposal as requested by the Mental Health Board. Ms. Biesiadecki called for a roll call vote. The motion was approved.

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

Planning and Bylaws Committee Meeting Review: Ms. Nelson reviewed the meeting. The Planning Committee reviewed the current site visit worksheet and made some changes to update the worksheet for the second round of site visits that will begin in February. The changes were reviewed and agreed upon. Ms. Nelson also updated the board on the Hispanic Needs Assessment, which is a continued goal through FY19. The committee will discuss further ways to identify the specific population experiencing gaps in services or higher human service needs. The committee will be involved with the needs assessment as it moves forward this Spring/Summer.

Executive Session: None

Other Business: Manager Vana reminded the board the next meeting will be held Tuesday, February 27th at 6:00 PM. Administrator Barr introduced the Disabled Housing Initiative project as “Hanover Landing”. The township and UPD continue to work together to discuss the potential to master lease an undetermined number of units, in addition to the commercial space that Ecker Center for Mental Health will occupy as a satellite office/Drop-In Center to the community. 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. Nelson moved to adjourn the meeting. Ms. Garvey seconded the motion. Motion was approved. Meeting adjourned at 7:54 p.m.

Respectfully Submitted,

Kristin Vana
MHB Manager