

HANOVER TOWNSHIP MENTAL HEALTH BOARD

MINUTES of the MEETING

April 24, 2018

The meeting was called to order by Chairman Kathy Biesiadecki at 6:01 p.m.

Roll Call: Kathy Biesiadecki, Meghan Nelson, Maureen Lue, Debra Sirchia, Kristen Cruthers and Trustee Mary Alice Benoit. Also present Kristin Vana, MHB Manager; Carol Brown, Shelter, Inc.; Pat Cinquini, Shelter, Inc.

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 a presentation from Shelter, Inc. in regards to their mid-year funding application being considered.

Approval of Regular Meeting Minutes of March 22, 2018: Motion to approve the regular meeting minutes of the March 22, 2018 was made by Ms. Lue, seconded by Ms. Cruthers. The motion was approved by voice vote. Trustee Benoit abstained.

Approval of Executive Meeting Minutes of March 22, 2018: Motion to approve the executive meeting minutes of the March 22, 2018 was made by Ms. Nelson, seconded by Ms. Sirchia. The motion was approved by voice vote. Trustee Benoit abstained.

Approval of the March 2018 Financial Statement: The March 2018 financial review was postponed to the next meeting on May 22, 2018 in order to allow all end of fiscal year purchases to be included.

Manager's Report: The Manager's Report was presented and reviewed. Manager gave an update on the status of the needs assessment and shared 8 focus groups are scheduled to be completed over the next 4 weeks. Manager Vana also reviewed the agency annual report. Agencies will be asked to complete a one page annual report to reflect on services and programs funded in FY 18. A report with agency submissions will be presented to the Mental Health Board in August. Manager also shared site visits to DayOne PACT and Leyden Family Service have been scheduled in May.

Unfinished Business: None

New Business:

Capital Funding Request: Association for Individual Development: A motion to approve \$6,638 in capital funding to AID was made by Ms. Lue, seconded by Ms. Sirchia. Discussion ensued. A motion to amend the previous motion to approve \$2,200 in capital funding to AID was made by Ms. Lue, seconded by Ms. Sirchia. Discussion ensued. Ms. Biesiadecki called for a roll call vote. The motion was approved.

Ms. Biesiadecki Yes Ms. Nelson Yes Ms. Cruthers Yes

Ms. Lue Yes Ms. Sirchia Yes Trustee Benoit Yes

Capital Funding Request: Shelter, Inc.: A motion to approve \$25,000 in capital funding to Shelter, Inc. was made by Ms. Sirchia, seconded by Ms. Nelson. Discussion ensued. It was noted Shelter, Inc. had not applied for any additional funding from alternate sources to support the purchase of a new vehicle. Ms. Biesiadecki called for a roll call vote. The motion was denied.

Ms. Biesiadecki No Ms. Nelson No Ms. Cruthers No

Ms. Lue No Ms. Sirchia No Trustee Benoit No

Staff Development Funding Request: Ecker Center for Mental Health.: A motion to approve \$1,500 in staff development funding to Ecker Center for Mental Health was made by Ms. Nelson, seconded by Ms. Cruthers. Discussion ensued. The cost for the training and CEU fee was noted. A motion to amend the previous motion to approve \$1,255 in staff development funding to Ecker Center for Mental Health was made by Ms. Nelson, seconded by Ms. Cruthers. Discussion ensued. Ms. Biesiadecki called for a roll call vote. The motion was approved.

Ms. Biesiadecki Yes Ms. Nelson Yes Ms. Cruthers Yes

Ms. Lue Yes Ms. Sirchia Yes Trustee Benoit Yes

Staff Development Funding Request: Kenneth Young Center: A motion to approve \$3,000 in staff development funding to Kenneth Young Center for the EMDR training was made by Ms. Lue, seconded by Ms. Nelson. Discussion ensued. It was noted the agency the agency did not receive funds in FY 18 for this training and re-submitted the application in the new fiscal year. EMDR training is an evidence based training that has proven successful in treating post-traumatic stress disorder. Ms. Biesiadecki called for a roll call vote. The motion was approved.

Ms. Biesiadecki Yes Ms. Nelson Yes Ms. Cruthers Yes

Ms. Lue Yes Ms. Sirchia Yes Trustee Benoit Yes

Site Visit Review: PADS of Elgin: Ms. Sirchia reviewed the site visit to PADS of Elgin that took place on April 11, 2018. The admission procedure for the shelter has been relaxed over the last year and they have been able to serve more clients. PADS of Elgin continues to work closely with the City of Elgin to provide the homeless community with shelter and resources needed to meet basic daily living. The site visit was successful, and no additional follow up is necessary.

Executive Session: None

Other Business: Manager Vana discussed the vacant office at the Resource Center. One agency has expressed interested, however Manager Vana is waiting to hear back from them. Manager was asked to make a chart of the number of clients served at the Resource Center over the last few years to further discuss office utilization. Officer nominations will take place at the next MHB meeting on May 22, 2018, which will also be Ms. Lue's last meeting with the board.

Adjournment: There being no other business, Ms. Sirchia moved to adjourn the meeting. Ms. Cruthers seconded the motion. Motion was approved. Meeting adjourned at 7:31 p.m.

Respectfully Submitted,

Maureen Lue
Secretary