

HANOVER TOWNSHIP MENTAL HEALTH BOARD
MINUTES of the PLANNING AND BY-LAWS COMMITTEE MEETING
August 7, 2018

The meeting was called to order by Ms. Nelson at 5:31 P.M.

Roll Call: Meghan Nelson, Kathy Biesiadecki, and Deb Sirchia. Also present MHB Manager, Kristin Vana

Public Comment: None

Community Resource Center Utilization: Manager Vana discussed the current utilization of the Community Resource Center and reported that all agencies but Children's Advocacy Center are in the office less than 10 hours per week, some only 4-6 hour per week. Discussion ensued regarding the lack of staffing at the front desk, as the daytime receptionist employed by Renz Center is now completing Renz administrative work in the Renz office. The front door to the building is locked at all times and guests must ring the bell to alert a staff member they have arrived. Kenneth Young Center has signed the lease agreement for the vacant office and expressed concern that there were no staff present to let a client in when a therapist is in a session. In addition, Manager Vana explained that Renz Center charges Family Services Association, Children's Advocacy Center and Ecker Center for Mental Health each month for administrative support at a percentage agreed upon between Renz Center and each agency. The Planning Committee requested Manager Vana reach out to Renz Center Executive Director to discuss concerns about receptionist staffing the front desk and begin researching the possibility of Hanover Township staffing the front desk.

Strategic Planning Consideration: The Center for Governmental Studies, Northern Illinois University has concluded 9 focus groups as of July 23, 2018. Currently, an online survey is available to residents to fill out to share their thoughts and opinions about services/programming in Hanover Township. The survey will close in September and NIU will present the findings of the needs assessment to the MHB at the September or October meeting. After the results are shared, the Planning Committee will begin the process to develop the next three year strategic plan. Manager Vana suggested keeping the same format for goals, however making it a priority to create goals that are specific and tangible. This process will most likely begin in early October with the next three year strategic plan for FY20-FY22 completed by February 2019.

Adjournment: There being no other business, Ms. Biesiadecki moved to adjourn the meeting. Ms. Sirchia seconded the motion. Motion was approved. Meeting adjourned at 6:18 P.M.

Respectfully Submitted,

Kristin Vana
Mental Health Board Manager