

HANOVER TOWNSHIP MENTAL HEALTH BOARD

MINUTES of the MEETING

January 22, 2019

The meeting was called to order by Chairman Kathy Biesiadecki at 6:30 p.m.

Roll Call: Kathy Biesiadecki, Meghan Nelson, Debra Sirchia, Trustee Khaja Moinuddin, Kristen Cruthers Matthew Steichmann. Also present Kristin Vana, Assistant to the Administrator, Amanda Teachout MHB Manager and James Barr, Administrator. Not present Mary Jane Garvey.

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

Approval of Regular Meeting Minutes of December 17, 2018: Motion to approve the regular meeting minutes of the December 17, 2018 was made by Ms. Sirchia, seconded by Mr. Steichmann. The motion was approved by unanimous vote.

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

Ms. Biesiadecki	Yes	Ms. Nelson	Yes	Ms. Cruthers	Yes
Trustee Moininudiin	Yes	Ms. Sirchia	Yes	Mr. Steichmann	Yes

Manager’s Report: The Manager’s Report was presented and reviewed. Manager reviewed reporting concerns with Leyden Family Services and shared that she was working to assist Leyden to make accurate service reports. Manager Teachout also shared about a meeting with American Muslims Health Professionals to learn about their program. There was also an update about PADS acquisition of the Day Shelter program. Manager Teachout also shared about a meeting held at the Community Resource Center with all the tenants to solve the issue of front desk coverage. Children’s Advocacy Center is looking into the possibility of absorbing the position. Manager Teachout also informed the board that Ecker Center and Renz have merged offices at the Resource Center following the merge of their agencies. A search for a new tenant will begin.

Unfinished Business: None

New Business:

Allocation of Fiscal Year 2020 Service Contract Funding: The allocation requests of 45 programs/31 agencies for FY2020 were discussed. Available funds totaled \$890,000; less than funds requested at \$1,089,109. Discussion ensued and allocations were made (see attached list). Motion to accept FY 20 Service Contract Funding in the amount of \$890,000 as listed was made by Ms. Cruthers, seconded by Ms. Nelson. Ms. Biesiadecki called for a roll call vote. The motion was approved.

Ms. Biesiadecki	Yes	Ms. Nelson	Yes	Ms. Cruthers	Yes
Trustee Moinuddin	Yes	Ms. Sirchia	Yes	Mr. Steichmann	Yes

Planning and Bylaws Committee Meeting Review: Ms. Nelson reviewed the meeting. The Planning Committee reviewed the Three Year Strategic Goal rough draft and stated that it would be ready for the board to review soon.

Community Resource Center Utilization: Assistant to the Administrator Vana shared that the traffic in the Community Resource Center is low and that part of the meeting at the Community Resource Center was to address that problem. Administrator Barr brought up that new leases will be going out to agencies at the beginning of the fiscal year and it may be a good time to add a clause that suggests agencies utilize their offices fifteen hours a week. The board felt this was a good solution and some discussion ensued about the number of hours.

Executive Session: None

Other Business: Manager Teachout informed the board that an original Mental Health Board member, Darwin Adams, has passed away. The board was reminded that they received the Darwin Adams Award in 2016. The board was also informed of an invitation to Clearbrook's annual fundraiser, of which the board received two complimentary tickets. Mr. Steichmann offered to represent the board at the function.

Adjournment: There being no other business, Ms. Nelson moved to adjourn the meeting. Ms. Sirchia seconded the motion. Motion was approved. Meeting adjourned at 8:01 p.m.

Respectfully Submitted,