

HANOVER TOWNSHIP MENTAL HEALTH BOARD

MINUTES of the MEETING

April 23, 2019

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

Roll Call: Kathy Biesiadecki, Trustee Khaja Moinuddin, Matthew Steichmann, Kristen Cruthers, Deb Sirchia and Mary Jane Garvey (6:34). Also present Amanda Teachout MHB Manager and James Barr Township Administrator, Robert Tanner, Executive Director of Greater Elgin Family Care Center, Nicholas Demorest, Special Projects and Manager of Performance Improvement of Greater Elgin Family Care Center and Mark Parr, Executive Director of Children's Advocacy Center. Not present: Meghan Nelson.

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

Public Comment: None

Presentations: The Board heard requests for midyear funding for FY 20 that involve capital improvements, and new programs or positions. Presentations included Robert Tanner, the Executive Director of Greater Elgin Family Care Center and Mark Parr, the Executive Director of Children's Advocacy Center.

Approval of Regular Meeting Minutes of March 21, 2019: Motion to approve the regular meeting minutes of the March 21, 2019 was made by Ms. Sirchia, seconded by Ms. Garvey. The motion was approved by unanimous vote.

Approval of February 2019 Financial Statement: Motion to approve the February 2019 Financial Statement was made by Kristen Cruthers and seconded by Ms. Sirchia. The motion was approved by unanimous vote.

Manager's Report: The Manager's Report was presented and reviewed. Manager Teachout reported on communications with funded agencies, including Leyden Family Services, Ecker Center, and Center for Enriched Living. A new TIDE Rider was enrolled in the taxi voucher program. The problem with Ecker Center's Service Contract has been solved and the Contract has been delivered. Planning has begun for the upcoming Human Services Coordinating Council. The Community Resource Center had general repairs, including a hole in the wall, water filter and cleaning the refrigerator. Manager Teachout also informed the board on Meghan Nelson's resignation, effective May 28.

Unfinished Business: Ms. Biesiadecki noted that the budgets for some of the midyear funding had increased and inquired as to what the new totals were. Mr. Barr informed the Board that the change is in the capital funding category and the budget has increased from \$50,000 to \$125,000.

New Business:

Greater Elgin Family Care Center Capital Funding Request: A motion was made by Ms. Sirchia to consider Greater Elgin Family Care Center's capital funding request and was seconded by Ms. Garvey. It was noted by Ms. Biesiadecki that the presentation was clear about what the funding request was but there was an inaccuracy about the location of the building. Mr. Barr explained that the building that funds were being

requested to update sits just outside of the Township boundary line. As a result, the number of residents seen came into question. Ms. Sirchia made a motion to postpone the request until these questions could be answered and Ms. Garvey seconded. Ms. Biesiadecki called for a vote and it was decided unanimously to postpone the decision.

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

Global Executive Council Services Capital Funding Request: Manager Teachout informed the Board that due to a family emergency, Nazneen Begum, the executive director of Global Executive Council was unable to attend the Board Meeting and had requested the Board consider postponing a decision regarding the request until she was able to be there. Ms. Biesiadecki pointed out that there were some questions in the funding request submitted and in order to be fair to the Global Executive Council and to the Board, she felt postponing the decision was a good choice. Ms. Sirchia moved to delay the vote until the May meeting and Ms. Garvey seconded.

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

Fellowship House Staff Development Funding Request: Ms. Cruthers moved to approve the Staff Development Funding Request by Fellowship House for \$1,600 and Ms. Sirchia seconded the motion. Ms. Sirchia noted the program served an important need and Ms. Garvey agreed. Ms. Biesiadecki called for a vote and it was decided unanimously to approve the request.

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

Greater Elgin Family Care Center Challenge Funding Request: A motion to postpone the decision until some questions about residency could be answered was made by Ms. Sirchia and seconded by Ms. Garvey. Ms. Biesiadecki called for a vote and it was decided unanimously to postpone the vote until a residency audit could be completed.

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

Children's Advocacy Center Challenge Funding Request: Ms. Cruthers moved to consider the Children's Advocacy Center's Challenge Funding Request for \$21,000 and Ms. Sirchia seconded the motion. Ms. Biesiadecki noted that the Board had discussed Children's Advocacy absorbing the position of front desk personnel at the Resource Center in the past. Discussion ensued. The board unanimously agreed to grant the request.

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

Global Executive Council Services Challenge Funding Request: Ms. Garvey motioned to postpone the decision as a representative from Global Executive Council Services could not be present and Ms. Sirchia seconded. The board unanimously agreed to postpone the decision.

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

Site Visit Schedule: Manager Teachout brought the site visit schedule for FY20 to the Board's attention. Board members signed up for visits they wish to participate in. The Board agreed that at least two members to each visit is ideal.

Executive Session: None

Other Business: Manager Teachout reminded members of the board to complete their Economic Statement by May 28 to avoid penalties from the state of Illinois.

Adjournment: There being no other business, Ms. Garvey moved to adjourn the meeting. Ms. Sirchia seconded the motion. Motion was approved. Meeting adjourned at 8:02 p.m.

Respectfully Submitted,

Kristen Cruthers

Mental Health Board Secretary