



Hanover Township Mental Health Board
Minutes
08-16-2010

Present: Brian Gorcowski, Bill Burke, John Sampey, Marvin Kramer, Danise Habun (Executive Director), James Barr (Chief Administrative Officer), Jaime Garcia (Centro de Informacion), Leslie Engstrom (Senior Services Associates, Inc)

Absent: Linda Best, Julie Runzel

Chair Gorcowski called the meeting to order at 5:00 PM. Roll was taken and a quorum was established.

Marvin Kramer made a motion to amend the agenda to move Item 7 b (New Business, Consideration of Challenge Grant Requests) to follow after Item 4 (Approval of Financials). Bill Burke seconded the motion. The motion carried with unanimous consent

Marvin Kramer made a motion to approve the agenda as amended. Bill Burke seconded the motion. Motion carried with unanimous consent.

Bill Burke made the motion to approve the May, 2010 minutes of both the regular meeting and executive session meeting. Marvin Kramer seconded the motion. The motion was approved by unanimous vote.

Marvin Kramer made the motion to approve the April, May and July 2010 financials. John Sampey seconded the motion. There was no discussion. Roll Call vote was taken:

Marvin Kramer	yes	Bill Burke	yes
John Sampey	yes	Brian Gorcowski	yes

Marvin Kramer made the motion to approve the June, 2010 financials. Bill Burke seconded the motion. There was no discussion. Roll call vote was taken:

Marvin Kramer	yes	Bill Burke	yes
John Sampey	yes	Brian Gorcowski	yes

Executive Director Habun introduced the challenge grant application submitted by Centro de Informacion. The challenge grant amount was \$15,158.00 to support a mentoring program for middle school girls to be held at Glendale Terrace in Hanover Park. Centro's Executive Director Jaime Garcia answered questions asked by members of the Hanover Township Mental Health Board.

Executive Director Habun introduced the challenge grant application submitted by Senior Services Associates, Inc. The challenge grant amount was \$8,700 to support outreach services to Lao seniors and

their caregivers who reside in Hanover Township. ED Habun clarified that she is a current board member of SSA and, to avoid any conflict of interest, would resign her position on the board of directors of SSA should funding be allocated to SSA, Inc. SSA Staff member, Leslie Engstrom, answered questions asked by members of the Hanover Township Mental Health Board.

Following the Q & A period of the grant presentations, Chair Gorcowski clarified that discussion on the challenge grant applications would occur in the sequence outline in the agenda.

Executive Director Habun presented her report for the months of June, July and August and offered to answer any questions. There were no questions.

Ongoing Business

Bill Burke reported on the recent meeting of the building committee which occurred on July 30, 2010. Two recommendations were made:

1. That rent be waived beginning September 1, 2010 through December 31, 2011.
2. That there be an exploration of "contracting" with a project manager who will work with staff on coordinating the various building related projects which include but are not limited to:
 - a. Building 2-3 additional offices within the building
 - b. Installation of a sprinkler system
 - c. Upgrade IT
 - d. Upgrade of security system
 - e. Replacement of rear door with one that is more wheelchair accessible

Estimates from 3 vendors will be obtained.

Marvin Kramer made the motion that rent be waived for organizations leasing space at the Hanover Township Community Resource Center beginning September 1, 2010 through December 31, 2011. John Sampey seconded the motion. Roll call vote was taken:

Marvin Kramer	yes	Bill Burke	yes
John Sampey	yes	Brian Gorcowski	yes

A resolution adopting the Hanover Township Personnel Policy as the Personnel Policy of the Hanover Township Mental Health Board was presented. Bill Burke made the motion to adopt the personnel policy as presented. John Sampey seconded the motion. Clarification was made that there would be 2 amendments to the resolution as presented. 1) The words "Department Head" would be stricken from the document. 2) The word "Clerk" would be replaced with the word "Secretary". Marvin Kramer made the motion to amend the resolution as suggested. Bill Burke seconded the motion. The motion was approved by unanimous voice vote.

There was discussion on the effective date of the resolution (08/17/2010) and the date of adoption (08/16/2010). Chair Gorcowski called for a vote on approving the resolution as amended. Roll call vote was taken.

Marvin Kramer	yes	Bill Burke	yes
John Sampey	yes	Brian Gorcowski	yes

The motion carried. Executive Director Habun agreed to have the resolution signed by Secretary Linda Best on a date following the meeting.

Executive Director Habun provided a brief recap of the activities of the work groups developed during the community meeting. Of special note was a request to expand TIDE services to include transportation for residents using services offered at the Community Resource Center in Streamwood. Additional information needs to be gathered and will be presented at a later meeting of the HTMHB.

New Business

Capital Grant Requests

Marvin Kramer made a motion to approve a capital grant of **\$5,000** requested by **DayOne Network** for building and safety upgrades at their facility. John Sampey seconded the motion. Discussion occurred. A roll call vote was taken.

Marvin Kramer	yes	Bill Burke	yes
John Sampey	yes	Brian Gorcowski	yes

Motion carried.

Bill Burke made a motion to approve a capital grant of **\$950.00** requested by **Greater Elgin Family Care Center** to purchase brochures and marketing materials for psychiatric services outreach into Hanover Township. John Sampey seconded the motion. Discussion occurred. A roll call vote was taken.

Marvin Kramer	yes	Bill Burke	yes
John Sampey	yes	Brian Gorcowski	yes

Motion carried.

Bill Burke made a motion to approve a capital grant of **\$1,000** in support of the purchase of computer software materials by **Journeys from PADS to Hope**. John Sampey seconded the motion. Discussion occurred. A roll call vote was taken.

Marvin Kramer	yes	Bill Burke	yes
John Sampey	yes	Brian Gorcowski	yes

Motion carried.

John Sampey made a motion to approve a capital grant of **\$3,000** requested by the **Larkin Center** for the purchase of 2 laptops and 2 PCs for staff at the group home located in Hanover Township. Bill Burke seconded the motion. Discussion occurred. A roll call vote was taken.

Marvin Kramer	yes	Bill Burke	yes
John Sampey	yes	Brian Gorcowski	yes

Motion carried.

Marvin Kramer made a motion to approve a capital grant of **\$5,000** in support of the purchase by **Little City Foundation** of computer equipment for staff training pilot for HT group home staff. Bill Burke seconded the motion. Subsequent discussion revealed questions on location of equipment—at the Palatine site or at the group home in Hanover Park. Marvin Kramer made a motion to postpone the decision regarding the capital grant request pending receipt of the answers to the questions posed. Bill Burke seconded the motion. A roll call vote was taken.

Marvin Kramer	yes	Bill Burke	yes
John Sampey	yes	Brian Gorcowski	yes

Motion to postpone the decision pending receipt of additional information carried.

Bill Burke made a motion to approve a capital grant of **\$5,000** requested by the **Renx Addiction Counseling Center** for the purchase and rehab of adjacent property to expand services. Marvin Kramer seconded the motion. Discussion occurred. A question was posed regarding how payment of a capital grant request occurred and if the project had to be completed prior to the end of the fiscal year of the HTMHB. Executive Director Habun clarified that in the past, capital grants were awarded upon the completion of a project, or the portion of a project for which funds were requested, and did not carry over into the next fiscal year. A roll call vote was taken.

Marvin Kramer	yes	Bill Burke	yes
John Sampey	yes	Brian Gorcowski	yes

Motion carried.

Challenge Grant Requests

Marvin Kramer made a motion to approve a challenge grant of **\$15,158.00** requested by **Centro de Informacion** in support of a mentoring program for middle school girls @ Glendale Terrace in Hanover Park. John Sampey seconded the motion. Discussion occurred. A roll call vote was taken.

Marvin Kramer	yes	Bill Burke	yes
John Sampey	yes	Brian Gorcowski	yes

Motion carried.

Bill Burke made a motion a approve a challenge grant of **\$8,700** requested by **Senior Services Associates, Inc** in support of outreach services to Lao senior citizens and their caregivers who reside in Hanover Township. John Sampey seconded the motion. Discussion occurred. There was a question about the percentage of Lao residents within the township. Executive Director Habun again clarified that she would resign from the SSA Board should an award be made to the organization. Marvin Kramer amended the motion to reflect an amount of \$5,000. Bill Burke seconded the motion. A roll call vote was taken on the amendment.

Marvin Kramer	yes	Bill Burke	yes
John Sampey	yes	Brian Gorcowski	yes

Motion to amend the original motion carried.

Marvin Kramer made a motion to approve a challenge grant of **\$5,000** for **Senior Services Associates, Inc** in support of Lao Outreach Services. Bill Burke seconded the motion. There was no discussion. A roll call vote was taken.

Marvin Kramer	yes	Bill Burke	yes
John Sampey	yes	Brian Gorcowski	yes

Motion carried.

Emergency Contract Support Grants

Marvin Kramer made a motion to approve an emergency contract support grant of **\$25,000** requested by the **Association for Individual Development** to offset cuts due to conversion to Medicaid. John Sampey seconded the motion. Discussion occurred. A roll call vote was taken.

Marvin Kramer	yes	Bill Burke	yes
John Sampey	yes	Brian Gorcowski	yes

Motion carried.

John Sampey made a motion to approve an emergency contract support grant of **\$6,875.00** requested by the **Bridge Youth and Family Services** to compensate for state of IL cuts in payment to the funded program. Bill Burke seconded the motion. Discussion occurred. A roll call vote was taken.

Marvin Kramer	yes	Bill Burke	yes
John Sampey	yes	Brian Gorcowski	yes

Motion carried.

Marvin Kramer made a motion to approve an emergency contract support grant of **\$25,000** requested by the **Community Crisis Center** to offset delayed payments from the state of IL and funding reductions from other sources. John Sampey seconded the motion. Discussion occurred. A roll call vote was taken.

Marvin Kramer	yes	Bill Burke	yes
John Sampey	yes	Brian Gorcowski	yes

Motion carried.

John Sampey made a motion to approve an emergency contract support grant of **\$25,000** requested by **Countryside Association** to offset the \$1 million in owed the agency by the state of IL. Bill Burke seconded the motion. Discussion occurred. A roll call vote was taken.

Marvin Kramer	yes	Bill Burke	yes
John Sampey	yes	Brian Gorcowski	yes

Motion carried.

John Sampey made a motion to approve an emergency contract support grant of **\$25,000** requested by the **Ecker Center for Mental Health** to offset the service reductions caused by cuts in State funding for particular client programs. Bill Burke seconded the motion. Discussion occurred. A roll call vote was taken.

Marvin Kramer	yes	Bill Burke	yes
John Sampey	yes	Brian Gorcowski	yes

Motion carried.

Bill Burke made a motion to approve an emergency contract support grant of **\$25,000** requested by the **Greater Elgin Family Care Center** to offset a funding reduction by the state of IL. Marvin Kramer seconded the motion. Discussion occurred. Clarification was given that emergency need was not as great in comparison with other organizations since the GEFCC had substantial cash reserves (over \$1,000,000 documented), were fairly new recipients of HTMHB funding and were in the process of expanding services to other geographic regions. A roll call vote was taken:

Marvin Kramer	no	Bill Burke	no
John Sampey	no	Brian Gorcowski	no

Motion failed.

Marvin Kramer made a motion to approve an emergency contract support grant of **\$25,000** requested by the **Larkin Center** to offset state cuts of \$100,000 for Community Counseling Services. John Sampey seconded the motion. Discussion occurred. A roll call vote was taken.

Marvin Kramer	yes	Bill Burke	yes
John Sampey	yes	Brian Gorcowski	yes

Motion carried.

Marvin Kramer made a motion to approve an emergency contract support grant of **\$5,000** to **WINGS** in support of the efforts to rebuild the resale shop which was destroyed in a fire. Bill Burke seconded the motion. Discussion occurred. A roll call vote was taken.

Marvin Kramer	yes	Bill Burke	yes
John Sampey	yes	Brian Gorcowski	yes

Motion carried.

Staff Development Grants

John Sampey made a motion to approve a staff development grant of **\$1,500** requested by the **Boys and Girls Club** in support of staff participation in Leadership Development Trainings. Bill Burke seconded the motion. Discussion occurred. A roll call vote was taken.

Marvin Kramer	yes	Bill Burke	yes
John Sampey	yes	Brian Gorcowski	yes

Motion carried.

Marvin Kramer made a motion to approve a staff development grant of **\$1,000** to the **Greater Elgin Family Care Center** in support of cultural awareness training. Bill Burke seconded the motion. Discussion occurred. A roll call vote was taken.

Marvin Kramer	yes	Bill Burke	yes
John Sampey	yes	Brian Gorcowski	yes

Motion carried.

Bill Burke made a motion to postpone discussion on the staff development request made by the **Little City Foundation**. Mark Kramer seconded the motion. Discussion occurred. A roll call vote was taken.

Marvin Kramer	yes	Bill Burke	yes
John Sampey	yes	Brian Gorcowski	yes

Motion to postpone discussion on the request carried.

Marvin Kramer made a motion to approve a staff development grant of \$1,500 request by Maryville Academy to support Casa Salama staff participation in 10 week teleconference training on child trauma. John Sampey seconded the motion. Discussion occurred. A roll call vote was taken.

Marvin Kramer	yes	Bill Burke	yes
John Sampey	yes	Brian Gorcowski	yes

Motion carried.

Executive Director Habun reviewed the potential impact on the State of Illinois funding plan for mental health agencies. There could be an impact on the availability of services to residents of Hanover Township. A survey will be sent to funded agencies with the results shared at future htmhb meetings.

Bill Burke made a motion to go into executive session pursuant to paragraph 2©1 (personnel) of the Open Meetings Act. John Sampey seconded the motion. A roll call vote was taken.

Marvin Kramer	yes	Bill Burke	yes
John Sampey	yes	Brian Gorcowski	yes

Motion carried.

HTMHB adjourned into executive session at 6:50 PM

Chair Gorcowski called the regular meeting back into order at 8:08 PM.

Chair Gorcowski informed the Board member that item 9 Other Business-Personnel would be removed from the agenda.

Marvin Kramer had a question about scheduling grant hearings. Chair Gorcowski and Executive Director Habun clarified that in the past, the HTMHB had scheduled hearings for organizations requesting funds for the first time or that were proposing new programs for funding, organizations with which the HTMHB had concerns, or organizations that requested a hearing. Mr. Kramer asked that the HTMHB return to this practice. There was consensus. Executive Director Habun agreed to schedule agency hearings accordingly. Grant hearings will occur in October.

Chief Administrative Officer Barr clarified that the HT Supervisor would be make 2-3 appointments at upcoming meetings of the Town Board.

Members of the HTMHB agreed to the following meeting dates for September and October:

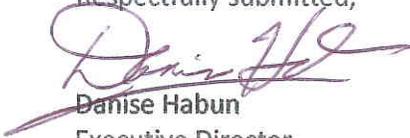
Monday-09-13-2010 5 PM in Downey Hall

Monday-10-18-2010 @ 5 PM in Downey Hall.

Executive Director Habun made a personal announcement that she is to be the recipient of the Humanitarian of the Year Award presented by Centro De Information. The award dinner is scheduled for Saturday, October 2, 2010 at Villa Olivia.

Marvin Kramer made a motion to adjourn. John Sampey seconded the motion. Motion approved by unanimous voice vote. Meeting adjourned at 8:25 PM.

Respectfully submitted,



Danise Habun
Executive Director