

MINUTES FROM SPECIAL MEETING  
OF HANOVER TOWNSHIP MENTAL HEALTH BOARD  
PLANNING COMMITTEE  
THURSDAY, APRIL 9, 2015

CALL TO ORDER at 5:31 p.m.

ROLL CALL

Present were board members Linda Best, Kim Lemke, and Julia Thomas. Kristin Vana, Mental Health Board Manager was also present

STRATEGIC PLANNING--NEEDS ASSESSMENT

Phone call was made to outside consultant at Rockford Medical Campus to discuss the use of the same questions from last needs assessment (3 years ago) versus using new questions--there are positive and negative aspects to either approach. Consensus appeared to be favoring the use of the same questions with a few additional questions

There was a discussion of "ice breaker" questions--their purpose to make participants feel comfortable, they do take some time away from other questions but are considered to be good to begin conversation with focus group participants

Discussion of the priorities should be completed with the group to be sure participants review and recognize all the issues raised during the focus group discussion

Question suggested for agency: What role might your agency plan in determining and then supporting identified areas in mental health for the Hanover Township?

Another questions suggested: What do people not know about your agency?

Discussion of bilingual services--especially finding qualified clinicians--what more could be done for bilingual population and what specific bilingual groups are increasing in the Hanover Township area

Key questions for board: What information does the board need to make good decisions?

Discussion of current substance abuse and agencies roles in meeting various needs of this population in Hanover Township

Discussion of cross representational sample of agencies within Hanover Township and gathering individuals as participants in the needs assessment

Discussion of how to motivate the agencies and their personnel to participate

Focus groups will contain 8 to 10 participants

Focus group information can aid survey question design when considering the current established timeline for the study

Some discussion of focus groups with children and their input to services

Meeting was adjourned at 6:30

Respectfully submitted,  
Julia Thomas  
Secretary -- Planning Committee