

**HANOVER TOWNSHIP MENTAL HEALTH BOARD**

**MINUTES of the MEETING**

**October 28, 2014**

The meeting was called to order by Chairman Linda Best at 5:58 p.m.

**Roll Call:** Linda Best, Kathy Biesiadecki, Kim Lemke, Meghan Nelson and Kim Baffa. Also present: Kristin Vana, HTMHB Manager. Also present as participants in the FY 16 Grant Hearings Workshop: Christie Plotzke, Grants Coordinator of Association for Individual Development; Bob Tanner, President of Greater Elgin Family Care Center; Lupe Fonseca, Chief Operating Officer of GEFCC; Nick Demorest, Special Projects Manager of GEFCC; Jason Carey, Chief Financial Officer of GEFCC; Cheryl Novas, Director of Research for Lutheran Social Services of Illinois; Peg Saintcross, Program Manager for Lutheran Social Services of Illinois; Lisa LaForge, Executive Director of Family Service Association; Bernadette May, Director of Clinical Services of Family Service Association; Shiela Lullo, Vice President of Programs for Clearbrook.

**Approval of the Agenda:** Motion to approve the agenda was moved by Ms. Biesiadecki, seconded by Ms. Nelson. The motion was approved by unanimous vote.

**Workshop – FY 16 Grant Hearings:** The Board heard requests for annual grants for FY 16 that involve new or substantially increased funding. Presentations included representatives of Association for Individual Development, Greater Elgin Family Care Center, Lutheran Social Services of Illinois, Family Service Association and Clearbrook.

**Approval of the Minutes:** Motion to approve the minutes of the September 23, 2014 meeting was moved by Ms. Biesiadecki, seconded by Ms. Baffa. Discussion ensued. The Board asked that additional information be added regarding the established FY16 Funding Priorities to the minutes. Motion to approve meeting minutes delayed until November meeting.

**Approval of the Financials:** A motion to approve the September 2014 financials was made by Ms. Lemke and seconded by Ms. Baffa. Discussion ensued. Ms. Best called for a roll call vote. Motion was approved.

Ms. Best	Yes	Ms. Biesiadecki	Yes	Ms. Baffa	Yes
Ms. Lemke	Yes	Ms. Nelson	Yes		

**Manager's Report:** The Manager's Report was presented and reviewed.

## Unfinished Business

**Staff Development Grant Increase:** A motion to approve an increase in the maximum amount for the Staff Development Grant to \$3,000 was made by Ms. Biesiadecki, seconded by Ms. Lemke. Discussion ensued. Ms. Best called for a roll call vote. Motion was approved.

Ms. Best      Yes      Ms. Biesiadecki      Yes      Ms. Baffa      Yes

Ms. Lemke      Yes      Ms. Nelson      Yes

## New Business:

### *Capital Grant Requests*

#### **A. AID Community Integration Van**

Motion to approve a capital grant request of \$22,000 to AID for the purchase of a vehicle was made by Ms. Biesiadecki, seconded by Ms. Nelson. Discussion ensued. The Board requests more information from AID and will review at November meeting.

#### **B. Boys and Girls Club Hot Meal Program Equipment**

A motion to approve a capital grant request for \$15,000 for the purchase of hot meal program equipment was made by Ms. Baffa, seconded by Ms. Lemke. Discussion ensued. Ms. Biesiadecki amended the motion to \$5,000, seconded by Ms. Baffa. Ms. Best called for a roll call vote. Motion was approved.

Ms. Best      Yes      Ms. Biesiadecki      Yes      Ms. Baffa      Yes

Ms. Lemke      Yes      Ms. Nelson      Yes

**2015 Meeting Dates:** Ms. Vana presented a proposed calendar of meeting dates for the HTMHB for 2015. Ms. Lemke moved that the dates be approved as presented. Ms. Nelson seconded the motion. The motion passed unanimously.

### *Site Visit Reviews*

- A. PADS of Elgin:** On October 15, 2014 the Board Manager and Board Members Meghan Nelson and Julia Thomas made a site visit to PADS of Elgin. Ms. Nelson and Ms. Vana reported back to the board on the visit. There were no major concerns noted. PADS of Elgin shelters 75% male, 25% women and children. Women and children are sheltered separately, however special accommodations are made for a father with children when needed. Each individual must check in by 9:30pm, in addition to receiving a breathalyzer to ensure everyone's safety. Director Hewitt has a positive relationship with the Elgin Police Department and area agencies. An evening meal and a morning meal are served. The facility was clean and pleasant. Ms. Nelson noted that PADS of Elgin may be in need of a new furnace in the near future. Ms. Nelson did not recommend any additional follow up with this agency.

**B. Greater Elgin Family Care Center:** On October 22, 2014 the Board Manager and Board Chair, Linda Best and Board Secretary, Kim Lemke completed a follow up visit to Greater Elgin Family Care Center's Slade Center in Elgin and met with Bob Tanner, President; Lupe Fonseca, COO; Jason Carey, CFO; and Nick Demorest, Special Projects Manager. Concerns from the last site visit were reviewed and GEFCC staff stated the previous no show rate of 51% had decreased to 26% since the replacement of the adult psychiatrist on site. In addition, GEFCC reported a longer wait for a psych appointments, 5 weeks, due to new psychiatrist and hour long appointments. This will decrease when the new psychiatrist is seeing clients every 15-30 minutes. Postpartum Depression Screening and Case Management programs were also discussed. Manager Vana gave GEFCC specific concerns/questions the MHB requested be addressed at their grant hearing presentation. Ms. Best and Ms. Lemke did not recommend another site visit.

**Annual ACHMAI Membership:** Manager Vana explained that the full rate membership would come into effect January 1, 2015 and based upon the MHB budget would cost approximately \$5,340. Discussion ensued. Ms. Best recommended Ms. Vana reach out to ACHMAI and report back at the November meeting.

**Executive Session:** None

**Other Business:** No other business.

**Public Comment:** No one offered comments

**Adjournment:** There being no other business, Ms. Biesiadecki moved to adjourn the meeting. Ms. Nelson seconded the motion. Motion passed. Meeting adjourned at 8:23p.m.

Respectfully Submitted

Kristin Vana  
Mental Health Board Manager