

HANOVER TOWNSHIP MENTAL HEALTH BOARD

MINUTES of the MEETING

August 27, 2019

The meeting was called to order by Chair Kristen Cruthers at 6:30 p.m.

Roll Call: Kathy Biesiadecki, Trustee Khaja Moinuddin, Matthew Steichmann, Kristen Cruthers, Deb Sirchia, Faiza Rahim and Mary Jane Garvey. Also present Amanda Teachout MHB Manager and James Barr Township Administrator, David Boggs of Clearbrook and Julie Frankino of Little City.

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

Oath of Office: Clerk Katy Dolan Baumer delivered the oath of office to Faiza Rahim upon her recent appointment and Mary Jane Garvey upon her recent reappointment.

Public Comment: None

Presentations: The Board heard requests for midyear funding for FY 20 David Boggs of Clearbrook regarding a capitol request to replace the driveway at the Community Integrated Living Apartment in Hoffman Estates and from Julie Frankino regarding a staff development request to fund a training for a Dementia Care Certification to better assist their ageing clients.

Approval of Regular Meeting Minutes of May 28, 2019: Motion to approve the regular meeting minutes of the May 28, 2019 was made by Ms. Garvey and seconded by Ms. Biesiadecki. The motion was approved by unanimous vote. Ms. Biesiadecki informed the Board that the Senior Soiree had been cancelled and the money the Board used to sponsor the event was not used.

Approval of April, May and June 2019 Financial Statement: Motion to approve the April, May and June 2019 Financial Statement was made by Ms. Biesiadecki and seconded by Ms. Sirchia. The motion was approved by unanimous vote. Ms. Biesiadecki noticed that some of the agencies had not used their money yet and Manager Teachout explained that she had recently been in touch with these agencies and found there had been staff turnover and the new staff did not know how to report.

Manager's Report: The Manager's Report was presented and reviewed. Manager Teachout highlighted the meeting with Community Alternatives Unlimited and their new role serving Hanover Township residents, applications for FY21 funding, the Human Services Coordinating Council meeting with Representative Michelle Mussman as the speaker, attending a training at the University of Chicago, and the updated phone system at the Resource Center.

Unfinished Business: There was no unfinished business.

New Business:

Clearbrook Capital Funding Request: A motion was made by Ms. Biesiadecki to consider Clearbrook's capital funding request in the amount of \$6,000 to repave the driveway at the CILA home. Ms. Garvey seconded that motion. Discussion ensued. Ms. Biesiadecki noted that the CILA home is in the Township and

is a safety issue for the residents of the home. Mr. Steichmann wondered why an agency would submit a second bid that was lower than the request amount if the agency was going to use the higher bid. The board agreed. Ms. Biesiadecki amended the motion to consider the request for \$5,500 and was seconded by Mr. Sirchia. The motion passed unanimously.

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

Greater Elgin Family Care Center Capital Funding Request: Ms. Sirchia moved to consider Greater Elgin Family Care Center's capital funding request in the amount of \$25,000 to build the Medically Assisted Treatment Center and was seconded by Ms. Garvey. The Board expressed gratitude that the agency returned with a completed audit. Discussion ensued. Ms. Biesiadecki noted that less than half of the clients reported at the Lake Center were Township residents and asked if anyone knew the percentage. Ms. Cruthers stated that roughly 40% of the clients were Township residents. Ms. Garvey moved to amend the motion to consider Greater Elgin Family Care Center's capital funding request in the amount of \$10,000 and was seconded by Mr. Steichmann. Discussion ensued about how the number is proportionate to the clients served. The motion passed unanimously.

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

Renz Addiction Counseling Center Capital Funding Request: Ms. Sirchia moved to consider Renz Addiction Counseling Center capital funding request in the amount of \$5,000 to renovate their carpeting and front desk reception area. Ms. Garvey seconded the motion. Discussion ensued. The Board noted that there was another funder to the project. The motion passed unanimously.

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

Little City Staff Development Funding Request: Ms Biesiadecki moved to consider Little City's Staff Development Request in the amount of \$2,962 to support a staff member becoming licensed to Certified Alzheimer's Disease and Dementia Care Trainer. Mr. Steichmann seconded the motion. Discussion ensued. Ms. Biesiadecki noted that the "Train the Trainer" model is almost always cost effective and the request was well written. The motion passed unanimously.

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

Finance Committee: Manager Teachout updated members of the Finance Committee that the upcoming meeting would occur in December. Ms. Cruthers asked if it was possible to meet the same day as the Mental Health Board meeting in December. The Finance Committee concurred.

October Meeting: Manager Teachout informed the Board that the meeting location for the October meeting had been changed to the lower level in the Senior Center.

Site Visit Schedule Review: Ms. Sirchia and Ms. Garvey updated the board on their Site Visit to Gigi's Playhouse. Ms. Garvey shared that she was most impressed with the gym and the work being done to improve muscle tone in people with Down Syndrome. Ms. Sirchia agreed and shared the greatest need at Gigi's Playhouse was speech therapy. The Board also discussed including Ms. Rahim in site visits. Ms. Rahim enthusiastically agreed.

Executive Session: None

Other Business: Mr. Barr informed the Board of many upcoming events at Hanover Township. The Board also agreed to consider some dates for the next calendar year's meetings.

Adjournment: There being no other business, Ms. Biesiadecki moved to adjourn the meeting. Ms. Sirchia seconded the motion. Motion was approved. Meeting adjourned at 7:48 p.m.

Respectfully Submitted,

Debra Sirchia

Mental Health Board Secretary