

## HANOVER TOWNSHIP MENTAL HEALTH BOARD

### MINUTES of the Regular MEETING

August 26, 2025

The meeting was called to order by Chairperson Mary Jane Garvey at 6:33 p.m.

**Roll Call:** Michael Kondrath, Mary Jane Garvey, Michelle Esquivel, Jordan Wildermuth, Tarah McShane, and Heidi McGuire. Not Present: Maria Wywialowski, Matt Steichmann and Trustee Noyola. Also present, Mental Health Board Manager Amanda Teachout, Deputy Township Administrator Kristin Vana, Township Administrator James Barr, and Assistant to the Administrator Hailey Matich.

**Approval of the Agenda:** Ms. McGuire moved to approve the agenda of August 26, 2025; Mr. Wildermuth seconded. The motion passed unanimously.

**Public Comment:** None

**Manager's Report:** Manager Teachout expressed her gratitude to the Mental Health Board for their time and service; she noted that her last day with the Mental Health Board would be September 19<sup>th</sup>. She also highlighted communication with agencies and clinical managers to get the Training Academy underway. Manager Teachout also shared that FY27 Annual Applications are available and have been advertised; the applications are due on September 19<sup>th</sup>. In addition to the Manager's Report, Manager Teachout discussed the funding levels and reporting of the following agencies: Centro De Informacion, Children's Advocacy of North and Northwest Cook County, Clearbrook, and Community Alternatives Unlimited.

**Unfinished Business:** None

**New Business:**

**Approval of the Regular Meeting Minutes of May 27, 2025:** Ms. Esquivel moved to approve the regular meeting minutes of May 27, 2025, and Ms. McShane seconded the motion. The Board approved the minutes.

**Approval of the July 2025 Financial Statements:** Mr. Wildermuth moved to approve the July 2025 Financial Statements and Ms. McGuire seconded the motion. Discussion ensued. Ms. Teachout shared that there were some reclassifications that had already been submitted to accounting and drew the Board's attention to them. Ms. Garvey requested a roll call.

Mr. Kondrath    Yes        Ms. McShane    Yes        Ms. McGuire    Yes

Ms. Esquivel    Yes        Ms. Garvey       Yes        Mr. Wildermuth    Yes

**Approval of the Fiscal Year 2026-2028 Strategic Plan:** Ms. McGuire moved to approve the 2026-2028 Strategic Plan and Ms. McShane seconded the motion. There was no discussion. Ms. Garvey requested a roll call and the motion passed.

**Consideration of Just for the Health of It Health Expo Sponsorship:** Ms. Esquivel moved to approve Sponsorship of Just for the Health of It Health Expo at the Gold level and Ms. McGuire seconded. Ms. McGuire asked about the benefits of attending the event. Ms. Esquivel shared that the agency she works for attends, and the Health Expo is very busy. Manager Teachout stated that in the past she had been talking to residents nearly the whole time. Mr. Wildermuth noted that this is a step in achieving the strategic goal

about community engagement that just passed. Ms. Garvey requested a roll call and the motion passed unanimously.

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| Mr. Kondrath | Yes | Ms. McShane | Yes | Ms. McGuire | Yes |
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| Ms. Esquivel | Yes | Ms. Garvey | Yes | Mr. Wildermuth | Yes |
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**Staff Development Funding Request-Marklund:** Ms. Esquivel moved to approve the staff development funding request in the amount of \$2,763.00 and Ms. McShane seconded the motion. Ms. Esquivel noted that the application was very well written Ms. Garvey requested a roll call and the motion carried.

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| Mr. Kondrath | Yes | Ms. McShane | Yes | Ms. McGuire | Yes |
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| Ms. Esquivel | Yes | Ms. Garvey | Yes | Mr. Wildermuth | Yes |
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**Capital Funding Request: Family Services Association of Greater Elgin Association:** Mr. Wildermuth moved to consider the Capital Funding Request from Family Services of Greater Elgin Association in the amount of \$9,002.00 and Ms. McShane seconded the motion. Manager Teachout shared that she had some concerns about the budget and contacted the agency. She was told that the agency had funds in the budget to purchase the equipment but sought to offset the costs by requesting capital funds. Ms. Esquivel noted that she had concerns that the revenue section of this application included sources that were not guaranteed and may not be awarded. Mr. Barr shared that he was concerned by the lack of quotes and pricing. Ms. McGuire shared her concern that funds were being requested that were already accounted for in the agency's budget. Ms. Garvey requested a roll call, and the motion was denied unanimously.

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| Mr. Kondrath | No | Ms. McShane | No | Ms. McGuire | No |
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| Ms. Esquivel | No | Ms. Garvey | No | Mr. Wildermuth | No |
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**Approval of Contract with Good Works LLC to Continue the Non-Profit Midlevel Management Forum:** Ms. Esquivel moved to consider the approval of the contract with Good Works LLC and Ms. McGuire seconded. Ms. Esquivel asked Manager Teachout if she had any feedback from participants in the forum that was independent of Good Works submitted proposal. Manager Teachout shared that she had spoken to at least two participants independently and both were very pleased with the forum and wanted to recommend someone from their agency to participate next. Mr. Wildermuth moved to amend the motion to approve the contract in the amount of \$24,900 and Ms. McShane seconded. Ms. Garvey requested roll call. The motion carried.

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| Mr. Kondrath | Yes | Ms. McShane | Yes | Ms. McGuire | Yes |
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| Ms. Esquivel | Yes | Ms. Garvey | Yes | Mr. Wildermuth | Yes |
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Mr. Wildermuth moved to approve the contract with Good Works LLC in the amount of \$24,900 and Ms. McShane seconded the motion. The motion carried and the contract was approved.

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| Mr. Kondrath | Yes | Ms. McShane | Yes | Ms. McGuire | Yes |
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| Ms. Esquivel | Yes | Ms. Garvey | Yes | Mr. Wildermuth | Yes |
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**Site Visit Updates:** Mr. Kondrath and Mr. Wildermuth shared about the Site Visit to Ecker Center for Behavioral Health. Both agreed the breadth of services was impressive, but more community awareness about same is needed. Mr. Kondrath and Ms. McShane also talked about the Site Visit to Hanover Township Youth and Family Services. They agreed that although there has been some staff turnover at the leadership level, they were impressed with the partnerships the provider had created with the local schools. Mr. Kondrath noted that more awareness of the Youth Center is also needed.

**Consideration of Mental Health Board Staffing:** Mr. Barr shared that Hanover Township is considering restructuring the role of the Mental Health Board Manager and splitting the duties with a administrative specialist and leadership within the Administration team. Mr. Barr introduced Hailey Matich to the Board as the person who will be taking on many of the responsibilities over the long term for the Mental Health Board with Manager Teachout's departure. Ms. Vana also shared that she will be overseeing Ms. Matich and will provide support as needed. The Board expressed trust in the Township to make this decision but wanted to ensure the staff associated with the Mental Health Board would have enough time to assume all the duties.

**Executive Session:** None

**Other Business:** Manager Teachout shared some events with the Board for which they had received invitations. Both events are on the same evening of September 11.

**Adjournment:** There being no other business, Ms. Esquivel moved to adjourn the meeting and Ms. McShane seconded. Meeting adjourned at 7:40 p.m.

Respectfully Submitted,

Michelle Esquivel  
Mental Health Board Secretary