

HANOVER TOWNSHIP MENTAL HEALTH BOARD
MINUTES of the PLANNING AND BY-LAWS COMMITTEE MEETING
May 4, 2017

The meeting was called to order by Ms. Best at 6:10 P.M.

Roll Call: Linda Best, Kathy Biesiadecki, Maureen Lue. Also present, Administrator, James Barr and MHB Manager, Kristin Vana.

Public Comment: None

Approval of Planning Committee Meeting Minutes of February 28, 2017: Motion to approve the meeting minutes for February 28, 2017 was made by Ms. Biesiadecki, seconded by Ms. Lue. The motion was approved by unanimous vote.

Mental Health Board Bylaws Review: Administrator Barr and Manager Vana presented changes to the Mental Health Board bylaws after reviewing the most recent version of the state statute which included changing language and removing sections of the bylaws that were not reflected in the statute. Discussion ensued. A motion to approve the revised Mental Health Board Bylaws and present to the Mental Health Board was made by Ms. Lue, seconded by Ms. Biesiadecki. The motion was approved.

Ms. Best Yes Ms. Biesiadecki Yes Ms. Lue Yes

Mental Health Board Annual Funding Application Review: The annual funding application was reviewed. Manager Vana explained that the application had not been updated in three years and recommended some changes. Discussion ensued. It was noted that the committee would like to put a larger focus on outcome measurements. The committee will recommend the Mental Health Board review the changes to the application as a whole board prior to completing the funding allocation worksheet for FY 19. Agencies requesting more than a \$10,000 increase in annual funding who did not attend funding hearings last year will be asked to attend this year, in addition to any new annual funding applications that are submitted.

Hispanic Needs Assessment Next Steps: The next step in the Hispanic Needs Assessment was to schedule a round table discussion with the U-46 bilingual liaisons. Manager Vana and Ms. Lue explained that due to a lack of response and the end of the school year approaching, their recommendation would be to postpone scheduling a workshop until September/October 2017. Discussion ensued and it was agreed that the Hispanic Needs Assessment would continue in the fall by reaching out to U-46 bilingual liaisons again to schedule a workshop.

Other Business: Manager Vana recapped on the Bilingual Intern funding program. Ms. Best suggested keeping the program internal and looking into obtaining an intern to assist with the Hispanic Needs Assessment. Ms. Best raised concerns that a Bilingual Intern program may not directly serve Hanover Township residents if an agency receiving funding for a bilingual intern did not exclusively serve township residents. It was recommended to discuss this further at the next Planning Committee meeting.

Adjournment: There being no other business, Ms. Biesiadecki moved to adjourn the meeting. Ms. Lue seconded the motion. Motion was approved. Meeting adjourned at 7:40 P.M.

Respectfully Submitted,

Kristin Vana
Mental Health Board Manager