



Mental Health Board

Minutes

Tuesday, April 11, 2023 8:00pm

Activity Room

- I. Call to Order/Pledge of Allegiance/Welcome** – Chair Bob Ogilvie called the meeting to order at 8:00pm. Pledge of Allegiance was recited.
- II. Roll Call** - Members present: Kathy Reed, Joanmarie Wermes, Gina Raza, Trustee Lauren Saternus, Kenneth Haycock, MaryAnn Ogilvie, Bob Ogilvie
Others present: Tim Heneghan, Township Supervisor
- III. Approval of Minutes from March 7, 2023** - Joanmarie made a motion to approve. Lauren seconded the motion. Minutes were approved as written by voice vote.
- IV. Public Comments** - None
- V. Reports** –
 - A. Lauren stated that the needs assessment work has begun. She explained how the Needs Assessment Committee will conduct the assessment. Each of the four members has been assigned a stakeholder group and will request data from each organization in that group. The Committee will meet tomorrow to continue its work.
 - B. Bob reported on the recent ACMHAI forum that was attended by five MHB members. The cost to join ACMHAI is \$500 the first year and a percentage of the tax levy in subsequent years. Bob thinks joining the organization would be very beneficial for the MHB for the purposes of obtaining valuable information and networking with other mental health boards. There is a lot that the MHB could do in that first year. Perhaps asking Northern Illinois University to analyze the data that has been obtained during the first year and suggest what other data needs to be obtained would help determine next steps.
 - C. MaryAnn will present a summary of the NIU webinar *Conducting a Needs Assessment* that she attended last week at tomorrow's Needs Assessment



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Committee meeting. A full community needs assessment conducted by NIU costs approximately \$20,000.

VI. Old Business-

- A. Bylaws were reviewed and changes suggested. Joanmarie motioned to accept Bylaws, as amended. Ken seconded. Motion was unanimously accepted by voice vote. Bob advised members to shred any prior versions of the Bylaws.

VII. New Business-

- A. Social media: MaryAnn will learn how to manage the MHB Facebook page with Katy's help. Members are uncomfortable using their personal emails to communicate on behalf of the MHB. Lauren will explore the possibility of members having their own Township email addresses. Gina and Lauren briefly described how the Teams application works.
- B. Suggestions of where to make the community aware of the MHB and what it does and provide surveys include farmer's markets, Minds Matter and Septemberfest. MHB will have an exhibitor table at Minds Matter, May 2, 4:00-7:00pm.
- C. The needs assessment survey for residents and agencies will be developed by the Needs Assessment Committee.
- D. Bob suggested that the MHB Strategic Plan might be developed by the Needs Assessment Committee. It is important that a calendar of deadlines be written to ensure timely submission of documents to the Township.
- E. Meetings after May 2 will be held on the first Tuesday of the month at 7:00pm. The Needs Assessment Committee meetings will follow at 8:00pm.



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VIII. Committee Member Comments-

A. Bob asked that any administrative task that might require Township staff assistance be presented to him prior to contacting Township staff. This will reduce undue burden on the staff.

B. MaryAnn mentioned that the library wants to host a mental health fair this fall. This is a good opportunity to partner with the library.

IX. Next Meeting Date – May 2, 2023 at 7:45pm in the Boardroom.

X. Adjournment – Lauren moved to adjourn. Gina seconded. Meeting was adjourned at 9:25pm.