



**Schaumburg Township
Mental Health Board – Regular Meeting
Minutes**

September 3, 2024 7:00 pm

Township of Schaumburg – Upper Level – Boardroom
1 Illinois Boulevard, Hoffman Estates, IL 60169

- I. Call to Order/Pledge of Allegiance/Welcome** – President Bob Ogilvie called the meeting to order at 7:00pm. Pledge of Allegiance was recited.
- II. Roll Call** - Members present: Bob Ogilvie, Trustee Lauren Saturnus, Kathleen Reed, Gina Raza, Joanmarie Wermes, Binoy Thomas and MaryAnn Ogilvie
Members absent: None
Guests: None
Executive Director: Quinette Hobson-Robb
- III. Public Comments**
NA
- IV. Approval of Minutes** -
 - A. Joanmarie made a motion to approve the August 6, 2024, MHB meeting minutes. Kathy seconded the motion. Minutes were unanimously approved by roll call vote.
- V. Executive Director’s Report**
 - A. See attached report.
- VI. Old Business** -
 - A. Quinette passed along the MHB’s suggestions for new Township employment positions. She will collaborate with Becky Cordes on developing a voucher transportation program. The concept of this type of program was introduced to the Trustees at the Committee of the Whole, where it was well-received.
 - B. MaryAnn made a motion to move the next MHB meeting from November 5 to October 30, 2024. The motion was seconded by Gina. The motion was approved by roll call vote.
- VII. New Business** –
 - A. Quinette gave a demonstration of how Submittable works. She offered to work one-on-one with any MHB members who would like her assistance in learning this program. Members should contact Quinette to schedule this.
 - B. If members know of agencies that would like to receive the grant application, inform Quinette of the agency name and contact person. She will send the information to them.
 - C. The grant applications are open now and will remain open until Sept. 30, 2024.
- VIII. Finance**
 - A. Quinette shared the financial reports for March – July, 2024.

IX. Board Member Comments

A. Kathy asked if the MHB will be mentioned in the Town Crier. Quinette had the article for the September issue. Kathy suggested having a MHB newsletter beginning in 2025, featuring the funded agencies.

B. Joanmarie reported that Lutheran Social Services will host a program, We All Play a Role in Overdose Prevention, at the Neo-Futurist Theater in Des Plaines on September 29 at 2:00.

C. Bob mentioned that some members need new business cards to reflect new email addresses. Bob, Kathy and MaryAnn requested to have these replacement business cards.

X. Executive Session

A. At 8:00, Bob made a motion to go into Executive Session. Lauren seconded the motion. Motion was approved by roll call vote. Pursuant to Section 2(c)(1) of the Open Meetings Act to consider “the appointment, employment, compensation, discipline, performance, or dismissal of specific employees for the public body”.

XI. Next Meeting Date – October 1, 2024 at 7:00pm.

XII. Adjournment – Lauren made a motion to adjourn the meeting. Gina seconded the motion. Motion was unanimously approved by roll call vote. Meeting was adjourned at 8:48pm.



Executive Director Report | August 2024

Continued work with Submittable Implementation Team.

Attended Hanover Township Human Services Coordinating Council.

Continued working with funded providers to collect contracts, funding requests/invoices, and reports.

Met with one applicant to tour facility and answer questions regarding funding.

Attended August ACMHAI meetings – August Membership & Business Meeting and Legislative Committee.

Developed a grant application rubric for FY26 application review.

Worked on FY26 budget.

Introduced Directors Cordes and Nelson to Submittable.

Accompanied Trustee Saternus to meet with Cook North Birth to Five team.

Attended Birth to Five Mental and Behavioral Health Needs Assessment meeting.

Provided support to newly funded agency regarding contract, reporting questions, funding requirements, and FY26 application.

Met with potential applicant who is expanding her program into Hoffman Estates.

Met with Palatine Jaycees' representative regarding an event they are planning with a focus on mental health awareness.

Presented Mental Health Board recommendations regarding Township positions to the Board of Trustees.

Began planning a voucher transportation program in coordination with Director Cordes.

Went live on Submittable – Application opened on August 19th. (Closes September 30th) Worked through some hiccups within the system and answered questions from providers regarding the application.