



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

July 1, 2025 7:00 pm

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

- I. Call to Order/Pledge of Allegiance/Welcome
- II. Roll Call
- III. Public Comment (Limit to 3 minutes)
- IV. Approval of Minutes – For Action
 - a. June 6, 2025 Regular Board Meeting
- V. Reports
 - a. Executive Director’s Report
 - b. May Finance Report
- VI. Old Business – For Discussion/For Action
 - a. Strategic Plan
- VII. New Business – For Discussion/For Action
 - a. Vice President election
 - b. OMA training policy
 - c. ReferralGPS Contract
- VIII. Approval of Monthly Expenses
 - a. MHB Warrant: 5/31/25 – 6/27/25
- IX. Board Member Comments
- X. Next Meeting: August 5, 2025 at 7pm
- XI. Adjournment



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

June 3, 2025, 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. New MHB member Megan Stenberg was introduced and welcomed. Guest was welcomed.

- II. Roll Call** - Members present: Bob Ogilvie, Lauren Saturnus, Joanmarie Wermes, Binoy Thomas, Megan Stenberg, MaryAnn Ogilvie
Members absent: None
Executive Director present: Quinette Hobson-Robb

- III. Public Comments**
John King, owner of A-Z Probate Services, stated that his company converts residential homes to sober living homes and homes for veterans. He thanks the MHB for allowing him to come and see what the Board is about.

- IV. Approval of Minutes**
Lauren made a motion to approve the minutes of the May 6, 2025 meeting. Joanmarie seconded the motion. The motion was unanimously approved by roll call vote.

- V. Reports**
 - A. Executive Director’s report. See attached. Quinette reported that Little City has two upcoming softball games at Little City – June 12 and June 17, both at 6:00pm.

- VI. Old Business**
 - A. Quinette distributed and provided an overview of the MHB Board Member Handbook to the members. Joanmarie made a motion to accept the Handbook, subject to future updates. Binoy seconded the motion. The motion was unanimously approved by roll call vote.

- VII. New Business**
 - A. Quinette reported that the MHB and GPS Referral attorneys have not yet reached an agreement on the contract.
 - B. Quinette stated she will send the link for Open Meetings Act (OMA) training to Megan.
 - C. Quinette reported that the MHB is required to have a representative for OMA. She agreed to take on this responsibility, if the MHB wishes. Members agreed. This item will be included on the July meeting agenda.
 - D. Members reviewed the proposed Conflict of Interest policy and signature form. Lauren made a motion to approve the Township of Schaumburg MHB Conflict of Interest policy. Joanmarie seconded the motion. The motion was unanimously approved by roll call vote. Members were asked to submit their signed forms by the July meeting.

- E. The initial 1- and 3-Year Plans were reviewed by members. Given the large amount of information in the plans, members were asked to provide their feedback on the plans to Quinette by June 18. Quinette will compile the feedback and present a draft for discussion at the July meeting.

VIII. Finance

- A. Warrant for 5/3/25 – 5/30/25 for \$135,037.04. Lauren made a motion to pay the warrant. MaryAnn seconded the motion. Motion was unanimously approved by roll call vote.

IX. Board Member Comments – None

X. Next Meeting Date – July 1, 2025, at 7:00pm.

XI. Adjournment – MaryAnn made a motion to adjourn the meeting. Binoy seconded the motion. All members approved by voice vote. Meeting was adjourned at 8:05pm.

Executive Director Report May, 2025

April 2025 funded provider report attached.

The Leadership Advisory Forum is off to a good start. Initial surveys were completed by participants and 2 group forums have been completed.

Continued working with Director Cordes on transportation program pilot
Transportation funds were sent to providers. Director Cordes will begin receiving reports next month to track utilization.

Met with Bridge Community Coordination team for updates on program launch and participated in welcome meeting.

Completed Board Member Handbook for improved orientation and education.

Attended Township meetings for coordination of records disposal and strategic planning.

Attended ACMHAI Legislative Committee and I/DD Committee meetings in May & April, as well as the Children’s Behavioral Health Committee meeting for March.

Went to Hanover Township Human Services Coordinating Council meeting.

Sat on mental health panel for Local Talks hosted by Love Local Chicagoland. The event was a success – great conversations took place and social media content will begin being released soon.

Minds Matter 2025 was a success! Thank you to the board members who came out to table and participate in conversations with local providers and the public!



Executive Director Report | June 2025

May 2025 funded provider report attached.

Attended ACMHAI Legislative Committee meeting.

Attended partner meeting for WINGS grant opportunity – U.S. DOJ Office on Violence Against Women: Creating Safer Communities for Youth grant.

Continued to support Bridge’s Community Care Team

Worked on MHB Strategic plan, including compiling Board input and draft plan.

Recorded podcast (Mental Health Minute) with Kris Salyards to highlight Mental Health Boards.

Participated in meeting for Regional Behavioral Health Collaborative: Region 7 Suburban Northwest – RBHC is in early stages of development under Regional Behavioral Health Strategic Plan for Cook County.

Met with Director Cordes and local therapist regarding offering drop-in services at the Township.

Completed annual OMA training.

Had planning meeting for upcoming podcast appearance with Love Local Chicagoland

Worked on next steps for ReferralGPS partnership

Upcoming Events:

Northwest Fourth-Fest | 4th of July Parade | Friday, July 4 | 9am | Illinois Blvd – Hoffman Estates

DSS Summer Celebration | Saturday, July 12 | 10am | Poplar Creek Bowling – Hoffman Estates

**Township of Schaumburg
Profit and Loss Budget vs Actual - MHB**

	<u>May</u>	<u>YTD</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income					
50 · MHB Fund - Revenue					
5051012 · Propert Tax	5,914.60	1,049,647.14	2,000,000.00	-950,352.86	52.48%
Total 50 · MHB Fund - Revenue	5,914.60	1,049,647.14	2,000,000.00	-950,352.86	52.48%
Expense					
50 · MHB Expenditures					
Admin					
5045000 · Schaumburg Township Services	-	-	4,500.00	-4,500.00	0.0%
5045001 · Legal Services	2,627.80	4,585.30	12,500.00	-7,914.70	36.68%
5045002 · Professional Development	-	-	2,500.00	-2,500.00	0.0%
Total 50 Admin Expense	2,627.80	4,585.30	19,500.00	-14,914.70	23.51%
Commodities					
5046000 · Travel	147.22	147.22	1,000.00	-852.78	14.72%
5046001 · Office Supplies	324.49	326.03	2,500.00	-2,173.97	13.04%
5046002 · Postage	-	-	1,000.00	-1,000.00	0.0%
5046003 · Equipment/Database	-	-	16,500.00	-16,500.00	0.0%
5046004 · Community Relations	-	176.96	1,500.00	-1,323.04	11.8%
5046005 · Member Dues	5,000.00	5,000.00	6,000.00	-1,000.00	83.33%
5046006 · Prof Needs Assessment	-	-	20,000.00	-20,000.00	0.0%
5046007 · Special Events	50.08	50.08	3,000.00	-2,949.92	1.67%
5046008 · Printing	-	-	2,000.00	-2,000.00	0.0%
Total 50 · Commodities - Expense	5,521.79	5,700.29	53,500.00	-47,799.71	10.66%
Salaries/Benefits					
5047000 · Salaries	10,029.60	23,126.60	90,000.00	-66,873.40	25.7%
5047001 · Insurance	-	4,806.29	30,000.00	-25,193.71	16.02%
5047002 · Unemployment	-	-	310.00	-310.00	0.0%
5047003 · IMRF	451.32	1,676.48	7,110.00	-5,433.52	23.58%
5047004 · Social Security/Medicare	746.28	1,524.39	7,650.00	-6,125.61	19.93%
Total 50 · Salaries/Benefits - Expense	11,227.20	31,133.76	135,070.00	-103,936.24	23.05%
Contingency					
5049000 · Contingency	-	-	50,000.00	-50,000.00	0.0%
Service Contracts					
5048000 · Service Contracts	126,887.45	340,725.37	1,750,000.00	-1,409,274.63	19.47%
Total 50 · MHB Fund - Expense	146,264.24	382,144.72	2,008,070.00	-1,625,925.28	19.03%
Net Income	(140,349.64)	667,502.42	(8,070.00)	675,572.42	

Township of Schaumburg - Mental Health Board
Transaction Detail By Account
 March through May 2025

Type	Date	Num	Name	Memo	Amount
504 - MHB Expenditures					
5045 - MHB ADMIN					
5045001 - Legal Service					
General Journal	04/30/2025	Beg Bl...		Beg Balance	1,957.50
Bill	05/19/2025	473-0...	Airdo Werwas, LLC	April 2025 Legal Fees	2,627.80
Total 5045001 - Legal Service					4,585.30
Total 5045 - MHB ADMIN					4,585.30
5046 - MHB COMMODITIES					
5046000 - Travel					
Bill	05/05/2025	4/30/25	FNBO - 4421	Bank of Springfield- Parking for ACMHAI meetings	7.00
Bill	05/05/2025	4/30/25	FNBO - 4421	Doubletree- Hotel for ACMHAI meetings	140.22
Total 5046000 - Travel					147.22
5046001 - Office Supplies					
General Journal	04/30/2025	Beg Bl...		Beg Balance	1.54
Bill	05/05/2025	4/30/25	FNBO - 4421	CEL Riverwoods- Art for MHB space	250.00
Bill	05/05/2025	4/30/25	FNBO - 4421	Walmart- Office supplies for MHB space	74.49
Total 5046001 - Office Supplies					326.03
5046004 - Community Relations					
General Journal	04/30/2025	Beg Bl...		Beg Balance	176.96
Total 5046004 - Community Relations					176.96
5046005 - Member Dues					
Bill	05/05/2025	25-1037	ACMHAI	2025 Membership dues	5,000.00
Total 5046005 - Member Dues					5,000.00
5046007 - Special Events					
Bill	05/05/2025	4/30/25	FNBO - 4421	Crown Awards- Board member registration	50.08
Total 5046007 - Special Events					50.08
Total 5046 - MHB COMMODITIES					5,700.29
5047 - MHB SALARIES/BENEFITS					
504700 - MHB Salaries					
General Journal	04/30/2025	Beg Bl...		Beg Balance	13,097.00
General Journal	05/31/2025	May Pysl		MHB Payroll May 25	10,029.60
Total 504700 - MHB Salaries					23,126.60
5047001 - Insurance					
General Journal	04/30/2025	Beg Bl...		Beg Balance	4,806.29

Township of Schaumburg - Mental Health Board

Transaction Detail By Account

March through May 2025

Type	Date	Num	Name	Memo	Amount
Total 5047001 - Insurance					4,806.29
5047003 - IMRF					
General Journal	04/30/2025	Beg Bl...		Beg Balance	1,225.16
General Journal	05/31/2025	May Pyrl		MHB Payroll May 25	451.32
Total 5047003 - IMRF					1,676.48
5047004 - Social Sec/Medicare					
General Journal	04/30/2025	Beg Bl...		Beg Balance	778.11
General Journal	05/31/2025	May Pyrl		MHB Payroll May 25	746.28
Total 5047004 - Social Sec/Medicare					1,524.39
Total 5047 - MHB SALARIES/BENEFITS					31,133.76
5048 - MHB SERVICE CONTRACTS					
5048000 - Service Contracts					
General Journal	04/30/2025	Beg Bl...		Beg Balance	213,837.92
Bill	05/05/2025	March...	Associates in Behav...	March 2025 Service Contract	6,000.00
Bill	05/05/2025	March...	Clearbrook	March 2025 CILA Service Contract	2,000.00
Bill	05/05/2025	March...	Clearbrook	March 2025 Community Day Services	833.33
Bill	05/05/2025	March...	Northwest Center A...	March 2025 Service Contract	7,083.33
Bill	05/05/2025	March...	Ray Graham Associ...	March 2025 Service Contract	4,583.33
Bill	05/05/2025	March...	Sanjeevani 4 U	March 2025 Service Contract	10,000.00
Bill	05/05/2025	March...	Special Leisure Serv...	March 2025 Service Contract	6,000.00
Bill	05/05/2025	April 2...	Partners for Our Co...	April 2025 Service Contract	1,041.67
Bill	05/12/2025	April 2...	Children's Advocacy...	April 2025- Safe From The Start	833.33
Bill	05/12/2025	April 2...	Children's Advocacy...	April 2025- Mental Health Services	833.33
Bill	05/12/2025	March...	Resources for Com...	March 2025	333.33
Bill	05/19/2025	April 2...	Clearbrook	April 2025 CILA	2,000.00
Bill	05/19/2025	April 2...	Clearbrook	April 2025 Pursuit	833.33
Bill	05/19/2025	April 2...	Doc B, PLLC	April 2025	3,262.50
Bill	05/19/2025	April 2...	Fellowship Housing ...	April 2025	1,833.33
Bill	05/19/2025	April 2...	GiGi's Playhouse	April 2025	2,083.33
Bill	05/19/2025	April 2...	Northwest Center A...	April 2025	7,083.33
Bill	05/19/2025	April 2...	The Share Program	April 2025	4,166.67
Bill	05/19/2025	April 2...	Wings Program, Inc.	April 2025	1,500.00
Bill	05/19/2025	April 2...	Kenneth Young Cen...	April 2025 Mentoring and Community Support Services	7,752.91
Bill	05/19/2025	April 2...	Kenneth Young Cen...	April 2025 Outpatient Therapy Services	30,295.83
Bill	05/19/2025	April 2...	Kenneth Young Cen...	April 2025 Psychiatric Services	16,746.25
Bill	05/19/2025	April 2...	Kenneth Young Cen...	April 2025 Intensive Recovery Group Services	3,229.16
Bill	05/19/2025	April 2...	Kenneth Young Cen...	April 2025 Crisis Intervention Services	3,330.00
Bill	05/19/2025	April 2...	Kenneth Young Cen...	April 2025 Clinical Substance Use Prevention and Recov...	3,229.16
Total 5048000 - Service Contracts					340,725.37
Total 5048 - MHB SERVICE CONTRACTS					340,725.37
Total 504 - MHB Expenditures					382,144.72

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06/06/25

Accrual Basis

Township of Schaumburg - Mental Health Board
Transaction Detail By Account
March through May 2025

	Type	Date	Num	Name	Memo	Amount
TOTAL						<u>382,144.72</u>

#	Level	Name
1	Priority Area	Improve Access to Services for Behavioral Health & Intellectual/Developmental Disabilities
1.1	Goal	Continuously assess community needs related to behavioral health and intellectual/developmental disabilities
1.1.1	Initiative	Develop a needs assessment framework that includes ongoing data collection
1.1.2	Initiative	Identify methods for wide distribution amongst diverse demographics
1.1.3	Initiative	Analyze and consider needs assessment data when reviewing MHB plans
1.2	Goal	Identify available community resources
1.2.1	Initiative	Determine the array and nature of services currently available in the community
1.2.2	Initiative	Identify gaps in funded services and avoid funding duplicated services
1.2.3	Initiative	Proactively fill identified gaps through targeted funding opportunities
1.3	Goal	Mitigate the access barriers residents are experiencing
1.3.1	Initiative	Language/Cultural Barrier: Prioritize funding for agencies that offer multilingual and multicultural services
1.3.2	Initiative	Transportation Barrier: Advocate for increased transportation options for residents to access BH and IDD services
1.3.3	Initiative	Cost/Insurance Barrier: Identify funding opportunities that offer free services (or sliding scale and scholarship funding)
2	Priority Area	Increase Collaboration Amongst Community Resources
2.1	Goal	Build a provider network composed of community resources

2.1.1	Initiative	Host quarterly meetings for providers to create space for networking and collaboration
2.1.2	Initiative	Implement a 'no wrong door' approach amongst network of providers
2.2	Goal	Start Schaumburg Township Children's Network to improve services for community youth (and their families)
2.2.1	Initiative	Collaborate with D54 and D211 to identify supports needed outside of the school system
2.2.2	Initiative	Collaborate with community agencies to fill gaps and provide community-based supports
2.3	Goal	Engage with local agencies to increase coordinated efforts in addressing community needs
2.3.1	Initiative	Collaborate with Villages within the Township to identify community needs and develop solutions to address identified needs
2.3.2	Initiative	Collaborate with Cook County to improve accessibility, communication, and problem-solving efforts.
2.3.3	Initiative	Collaborate with neighboring MHBs
3	Priority Area	Enhance Awareness, Education, and Stigma Reduction in the Community
3.1	Goal	Develop a communications plan to improve information sharing with various stakeholders
3.1.1	Initiative	Implement communications plan
3.2	Goal	Develop a resource guide with identified community resources
3.2.1	Initiative	Widely distribute the resource guide within the community
3.3	Goal	Fund and/or support prevention and community education activities
3.4	Goal	Host public-facing events to increase awareness of available services



Policy Name: Open Meetings Act Training **Version #:** 1

Policy Owner: Executive Director **Date Created:** 6/23/2025

Approved By: Board Action **Approval Date:** _____

Printed copies are for reference only. Please refer to electronic copy for the latest version.

POLICY:

The Schaumburg Township Mental Health Board will operate in an ethical, legal, fair, and non-discriminatory manner in all functions. It is the policy of the Schaumburg Township Mental Health Board to fully comply with the Illinois Open Meetings Act (5 ILCS 120/1). This policy outlines the requirements for Open Meetings Act (OMA) training and designating an individual to serve as an OMA Designee for OMA-related matters, ensuring transparency and public access to the conduct of public business.

PURPOSE:

This policy establishes the procedures for complying with Open Meetings Act (OMA) training requirements and designating an OMA Designee that will ensure compliance with the Act, as required by Section 1.05 of the Open Meetings Act.

PROCEDURE:

In accordance with Section 1.05(b) of the Open Meetings Act (OMA), the Schaumburg Township Mental Health Board shall meet all training requirements for Public Body Members.

1. All appointed members of the Schaumburg Township Mental Health Board are subject to OMA and must successfully complete the electronic training curriculum administered by the Public Access Counselor. This training must be completed within 90 days of appointment to the Schaumburg Township Mental Health Board. Members must file a copy of their certificate of completion with the Executive Director who will maintain training records for the public body.

In accordance with Section 1.05(a) of the Open Meetings Act (OMA), the Schaumburg Township Mental Health Board shall appoint an OMA Designee.

1. Appointment of OMA Designee: The Schaumburg Township Mental Health Board must designate at least one employee, officer, or member to receive Open Meetings Act (OMA) training annually and serve as the primary OMA Designee. The list of OMA designee(s) needs to be submitted to the Public Access Counselor (PAC) as required by the OMA. The Executive Director will serve as the OMA Designee for the Schaumburg Township Mental Health Board.
2. Training Requirement for OMA Designee(s): The OMA Designee(s) are required to successfully complete the electronic training provided by the Public Access Counselor on an annual basis and submit their certificate of completion to the Schaumburg Township Mental Health Board. Any newly designated individual(s) must complete the required electronic training within 30 days of their designation.

Next Review Date:

**SERVICE AGREEMENT
TOWNSHIP OF SCHAUMBURG
AND RILEY, LLC D/B/A REFFERALGPS**

THIS SERVICE AGREEMENT (“**Agreement**”) is made this July 1, 2025 (“**Effective Date**”) by and between Riley, L.L.C. d/b/a ReferralGPS, with its principal place of business at 838 Wellner Road, Naperville IL 60540 (“**ReferralGPS**” or “**Company**”) and Schaumburg Township Mental Health Board, with its principal place of business at 1 Illinois Blvd, Hoffman Estates, IL 60169 (“**Customer**”).

RECITALS

WHEREAS, ReferralGPS provides a web-based database to assist township residents in finding local mental health and substance use related treatments; and,

WHEREAS, the Township desires to contract with ReferralGPS to provide the services set forth in this Agreement so as to support the well-being of its residents.

NOW, THEREFORE, in consideration of the mutual promises and the terms and conditions set forth in this Agreement, the Parties agree as set forth below.

1. **Scope of Services.** ReferralGPS owns and operates a web-based online database located at the URL referralgps.com (“**URL**”), which will provide Customer with mental health and substance use resources as set forth below (collectively, the “**Services**”):
 - 1.1. ReferralGPS shall provide Authorized Users with access to a proprietary web-based database of mental health and substance use resources that are specific to the Customer through a unique login for each Authorized User.
 - 1.2. ReferralGPS shall provide Authorized Users with access to the ReferralGPS research team who will assist Authorized Users locate specific mental health and substance use treatment resources in accordance with the request made by the Authorized Users.
 - 1.3. ReferralGPS shall provide Authorized Users access to ReferralGPS Care Navigation services to triage and connect families to treatment resources.
 - 1.4. ReferralGPS shall provide Authorized Users with a public co-branded proprietary site where they can independently and anonymously search for treatment resources and/or directly request ReferralGPS Care Navigation.
 - 1.5. ReferralGPS shall provide the Customer with Aggregate Statistic reports (defined in Paragraph 6 below) detailing the Authorized Users usage of the Services.
 - 1.6. ReferralGPS shall provide the Customer with Treatment Credits to be utilized for families who have financial constraints in accessing mental health treatment as described in Schedule B.

2. **Payment.** Customer shall pay the annual Subscription Fee to ReferralGPS as provided in Schedule A. ReferralGPS shall provide Customer with an invoice for the Subscription Fee within thirty (30) days after the Effective Date of this Agreement. Customer shall pay the invoice in accordance with the Illinois *Local Government Prompt Payment Act*, 50 ILCS 505/1, *et seq.* Customer is exempt from any sales, use, value-added withholding, or similar taxes or levies, and it has provided documentation of its tax-exempt status to Company. Accordingly, Customer shall not be required to pay any sales, use, value-added withholding, or similar taxes or levies.
3. **Data and Privacy.** ReferralGPS may use and disclose data collected while providing the Services, including Township Data, only for the purposes described and pursuant to the terms set forth in the Agreement and only in a manner that does not violate applicable local, state, or federal laws and regulations.
 - 3.1. Company and Customer each agree to comply with all applicable laws and regulations, including, without limitation, those related to data privacy and the exportation of technical or personal data.
 - 3.2. The URL will include links to a privacy policy and terms of use which shall comply with applicable law. In the event of any conflict or inconsistency between this Agreement and such privacy policy or terms of use, this Agreement shall control.
4. **Treatment Resource Listing Data.** Notwithstanding anything to the contrary in this Agreement, ReferralGPS shall own and retain all rights, title, and interest in all the treatment resource listing data submitted to ReferralGPS by Customer. During the term of the Agreement and only for the sole benefit of the Customer and the Authorized Users, ReferralGPS hereby grants Customer a limited license to use, display, and distribute treatment resource listing Data for the purposes of providing the ReferralGPS Services to Customer and the Authorized Users.
5. **Protection of Township Data.** ReferralGPS agrees to store and process any and all Township Data it receives with the same standard of care as it uses or would use to protect its own confidential information and, at a minimum, in a manner that is no less protective than a commercially reasonable standard of care, and shall use commercially reasonable physical, technical, and administrative procedures designed to protect, safeguard, and help prevent loss, misuse, and unauthorized access, disclosure, alteration, or destruction of Township Data. ReferralGPS will promptly report to Township any misuse of or unauthorized access to or disclosure of Township Data promptly upon discovery of such access by ReferralGPS, and ReferralGPS shall, at its sole cost and expense, use diligent efforts to promptly take appropriate action to mitigate and remedy any breach of security that permitted the misuse or unauthorized access or disclosure to occur. ReferralGPS acknowledges and agrees that unauthorized disclosure of Township Data may cause harm not compensable by damages, and that Customer may seek and obtain injunctive or equitable relief and attorneys' fees in a court of competent jurisdiction, without posting a bond, to protect such Township Data.
6. **Statistical Information.** ReferralGPS may monitor Customer use of the Services and use data and information related to such use in an aggregate and anonymous manner, including to compile statistical and performance information related to the provision and operation of the site and Services ("**Aggregated Statistics**"). As between ReferralGPS and Customer, all right,

title and interest in the Aggregated Statistics and all Intellectual Property rights therein, belong to and are retained solely by ReferralGPS. Customer acknowledges that ReferralGPS will be compiling Aggregated Statistics based on Township Data and input into the Services and Customer agrees that ReferralGPS may (a) make such Aggregated Statistics available, and (b) use such information, but only to the extent and in the manner permitted by applicable law or regulation and for purposes of data gathering, analysis, service enhancement and marketing, and provided that such data and information, and the use and dissemination thereof, does not violate any applicable privacy laws or regulations, or any other applicable laws and regulations.

7. User Obligations.

7.1. **Hardware Obligations.** Customer shall be responsible for (a) obtaining and maintaining all computer hardware, software, and communications equipment needed to internally access the Service, and (b) paying all third-party access charges incurred while using the Service.

7.2. **Anti-Virus Obligations.** Customer shall be responsible for implementing and maintaining commercially reasonable procedures and software for safeguarding against computer infection, viruses, worms, Trojan horses, and other code that manifest contaminating or destructive properties.

7.3. **Customer's Use of Services.** Customer shall (a) abide by all applicable local laws and regulations related to its use of the Service, (b) and use the Services solely for Customer's business operations.

8. **Links to Third-Party Sites.** ReferralGPS provides links to third-party sites ("Sites"). If Customer uses these links, Customer will leave the Company's URL. ReferralGPS is not obligated to review any Sites that Customer links to from the ReferralGPS URL, ReferralGPS does not control any of the Sites, and is not responsible for any of the Sites (or the products, services, or content available through any of them). Thus, ReferralGPS does not endorse or make any representations about such Sites, any information, software, products, services, or materials found there or any results that may be obtained from using them, except as specifically provided herein. If Customer decides to access any of the Sites linked to from this URL, Customer does so entirely at its own risk and must follow the privacy policies and terms and conditions for those Sites.

9. Restricted Uses.

9.1. Customer will not knowingly, and will not knowingly permit any third party (including any Authorized User) to (a) upload or distribute any files that contain Viruses, corrupted files, or any other similar software or programs that may damage the operation of the Services, (b) modify, disassemble, decompile or reverse engineer the Services, (c) probe, scan, test the vulnerability of, or circumvent any security mechanisms used by, the sites, servers, or networks connected to the Services, (d) take any action that imposes an unreasonably or disproportionately large load on the sites, servers, or networks connected to the Services, (e) distribute the ReferralGPS Services information in printed, hardcopy form, in compiled or assembled form, or in any other manner or form that effectively recreates or simulates the ReferralGPS Services,

whether electronically or in printed, hardcopy form without ReferralGPS's prior written consent unless otherwise allowed by this Agreement, (f) share ReferralGPS Services' specific license codes or access passwords with other parties and understands that such passwords are customer specific, (g) "frame" or "mirror" the ReferralGPS Services.

- 9.2. Additionally, Customer may not (a) sublicense, resell, or supply the ReferralGPS Services for use in or for the benefit of any other organization, entity, business, or enterprise without ReferralGPS's prior written consent unless otherwise allowed by this Agreement, (b) copy or reproduce the Services, (c) access or use any other clients' or their users' data through the Services, (d) maliciously reduce or impair the accessibility of the Services, (e) knowingly use the service to post, promote, or transmit any unlawful, harassing, libelous, abusive, threatening, harmful, hateful, or otherwise objectionable material, or (f) knowingly transmit or post any material that encourages conduct that could constitute a criminal offense or give rise to civil liability.
- 9.3. Customer acknowledges and agrees that any breach by it of Paragraphs 9.1 or 9.2 shall cause irreparable injury to ReferralGPS and that, in such an event, and in addition to any other remedies that may be available, in law, in equity, or otherwise, ReferralGPS shall be entitled to seek and obtain injunctive relief and attorneys' fees against breach thereof.

10. Term and Termination.

- 10.1. **Term.** This Agreement begins on the Effective Date and will continue until terminated as set forth in Paragraphs 10.2, 10.3 and 10.4 below.
- 10.2. **Termination on Notice.** Either Party may terminate this Agreement for any reason with at least sixty (60) days advanced notice in writing to the other Party sent via certified mail and addressed to the address as provided above for ReferralGPS and Customer. Notice provided hereunder shall be deemed to have been provided upon deposit with the U.S. Post Office.
- 10.3. **Termination for Material Breach.** Each Party may terminate this Agreement with immediate effect by delivering written notice of the termination to the other Party sent via certified mail and addressed to the address as provided above for ReferralGPS and Customer, if (a) the other Party fails to perform or otherwise materially breaches any of its obligations, covenants, or representations, and (b) the failure or breach continues for a period of thirty (30) days after the injured Party delivers notice to the breaching Party reasonably detailing the breach. Notice provided hereunder shall be deemed to have been provided upon deposit with the U.S. Post Office.
- 10.4. **Appropriation of Funds.** The Subscription Fee, and any and all disbursements thereof, are expressly contingent upon the existence of a valid appropriation therefore, and no officer shall contract for any indebtedness on behalf of the Customer or assume to bind the Customer in an amount in excess of the money appropriated. This Agreement will cease immediately and without further liability, if at any time during the term, there are insufficient funds appropriated by the Customer for this Agreement.

11. Effect of Termination.

- 11.1. **Refund Amounts.** ReferralGPS shall refund to Customer any prepaid Subscription Fee covering the remainder of the term of all subscriptions after the effective date of termination, if the Agreement is terminated pursuant to Paragraph 10.2 or 10.3.
- 11.2. **Pay Outstanding Amounts.** Customer shall pay ReferralGPS all amounts outstanding for Services performed prior to the effective date of any termination.
- 11.3. **Discontinuance of Use.** Customer shall cease all use of the Services upon the effective date of any termination.

12. Indemnification & Defense.

- 12.1. ReferralGPS shall defend, indemnify, and hold harmless Customer, its President, Vice President, Secretary, and other Board Members, its Executive Director, and each of their respective officers, officials, agents, and employees (collectively, the “**Indemnified Parties**”), from and against any and all claims, demands, liabilities, actions, causes of action, suits, judgments, awards, losses, damages, fees, costs and expenses of any kind whatsoever, including, but not limited to, attorneys’ fees, court costs, and expert witness fees (collectively, the “**Claims**”), arising from, related to, or connected with: (a) the actual or alleged acts, errors, omissions, negligence, willful or intentional conduct, or other fault of ReferralGPS or its officers, employees, agents, contractors, licensees, or servants, or anyone directly or indirectly employed by them, or anyone for whose acts they may be liable (“**ReferralGPS’s Agents**”) ; (b) any violation by ReferralGPS of applicable data protection or privacy laws or regulations or any breach of this Agreement by ReferralGPS; or (c) any infringement or violation of the patent, copyright, trademark, trade secret, intellectual property, or other proprietary rights of any third party for or on account of the use of the Services; except to the extent that is has been finally adjudicated by a court of competent jurisdiction, as evidence by a final, non-appealable order, that the Claim was caused by Customer’s use of the software in violation of this Agreement. In the event of a Claim, ReferralGPS shall, at its sole cost and expense, appear, defend, and pay any and all settlements, judgment, and expenses, including, but not limited to, attorneys’ fees and expenses, court costs, prejudgments interest, and post judgment interest, arising therefrom or incurred in connection therewith; provided, however, that the Indemnified Parties shall have the right to retain their own counsel in connection with such Claim, without relieving ReferralGPS of its obligations hereunder. These obligations shall be binding on ReferralGPS without regard to whether the Claim is alleged to have been caused, in whole or in part, by the or other fault of the Indemnified Parties or any of them. Any settlement must be made only upon the prior written consent of Customer and other Indemnified Parties, as applicable.
- 12.2. Customer shall indemnify, defend, and hold ReferralGPS, its employees and agents harmless from and against any and all third-party Claims, as defined above, against ReferralGPS if and to the extent that any such Claim has been finally adjudicated by a

court of competent jurisdiction, as evidenced by a final non-appealable order, to have been caused by Customer's gross negligence, recklessness, or intentional misconduct or breach of its obligations under Section 7 or Section 9 of this Agreement

- 12.3. No obligation to indemnify which is set forth in Paragraph 12.1 or Paragraph 12.2 shall apply unless the Party claiming indemnification notifies the other Party as soon as practicable to avoid any prejudice in the Claim of any matters in respect of which the indemnification may apply.

13. Insurance & Liability.

- 13.1. **Types and Amounts.** ReferralGPS agrees to maintain during the term of this Agreement, at its sole cost and expense, the following types and levels of insurance: (a) commercial general liability insurance, on an occurrence basis, with limits of at least \$1,000,000 per occurrence and \$2,000,000 in the aggregate; (b) professional liability insurance with limits of at least \$1,000,000 per occurrence and \$2,000,000 in the aggregate; (c) cyber security insurance with limits of at least \$250,000 per occurrence and \$250,000 in aggregate; (d) workers' compensation insurance in the amounts required by law and employer's liability insurance with limits of not less than \$500,000 each accident for bodily injury by accident and \$500,000 each employee for bodily injury by disease. All insurance carriers providing the coverage set forth above shall have a rating of "A:VII," as assigned by A.M. Best & Co., and be satisfactory to Customer, in its sole discretion. Customer, its Board Members, its Executive Director, and each of their respective officers, officials, agents, and employees (collectively, the "Additional Insureds") are to be named and covered as additional insureds under ReferralGPS's commercial general liability insurance and said coverage shall contain no special limitation on the scope of protection afforded to them. All insurance coverage provided by Service Provider shall be primary coverage as to the Board and other Additional Insureds, and any insurance of self-insurance maintained by Customer or other Additional Insureds shall be excess of ReferralGPS's insurance and shall not contribute with it. The insurance policies required hereunder shall not be canceled or amended without thirty (30) days prior written notice having been given to Customer, and such cancellation shall be grounds for Customer to immediately terminate this Agreement.
- 13.2. **Proof of Insurance.** Company shall provide the Customer with a certificate of insurance evidencing compliance with the insurance requirements of Paragraph 13.1 upon request of Customer. Company shall promptly provide the Customer certified copies of its insurance policies upon request.
- 13.3. **Maximum Liability.** Except with respect to ReferralGPS's indemnification and defense obligations under Section 12.1 above, neither Party's liability under this Agreement shall exceed two (2) times the fees paid by Customer under this Agreement during the 12 months preceding the date upon which the related claim arose.

14. General Provisions.

- 14.1. **Entire Agreement.** This Agreement, together with all attachments, schedules, and exhibits, represents the final expression of the Parties' intent and agreement relating to the subject matter herein.
- 14.2. **Amendment.** No amendment or modification to this Agreement shall be effective unless and until the amendment or modification is in writing and signed by all Parties to this Agreement.
- 14.3. **Governing Law.** This Agreement shall be governed, construed, and enforced in accordance with the laws of the State of Illinois without regard to its conflict of laws rules. Jurisdiction and venue for all litigation arising out of this Agreement shall be in the Circuit Court located in Cook County, Illinois, or the U.S. Federal District Court for the Northern District of Illinois, Eastern Division. Neither the United Nations Convention on Contracts for the International Sale of Goods nor any enactment of the Uniform Computer Information Transactions Act shall apply to this Agreement.
- 14.4. **Severability.** If any part of this Agreement is declared unenforceable or invalid, the remainder will continue to be valid and enforceable.
- 14.5. **Independent Contractors.** The Parties shall be independent contractors under this Agreement, and nothing herein will constitute either Party as the employer, employee, agent or representative of the other Party, or both Parties as joint venturers or partners for any purpose.
- 14.6. **Force Majeure.** Neither Party will be liable for performance delays nor for non-performance due to causes beyond its reasonable control, except for payment obligations, provided that the delayed Party: (i) gives the other Party prompt notice of such cause, and (ii) uses its reasonable commercial efforts to promptly correct such failure or delay in performance. To the extent that the Services are unavailable and or are unable to be used as intended due to a force majeure event, Customer shall be entitled to a refund of any prepaid fees during such time when the Services are unavailable and or unable to be used as intended.
- 14.7. **Compliance with Laws.** In providing the services under the Agreement to Customer, ReferralGPS shall comply with all applicable laws, rules and regulations, including, but not limited to, the Illinois Human Rights Act (775 ILCS 5/1-101 et seq.) and its implementing regulations to the extent applicable. Further, by signing this Agreement, ReferralGPS certifies that it is not barred from bidding for or entering into a contract under federal or Illinois law. (105 ILCS 5/10-20.21) ReferralGPS shall comply with all state and federal laws regarding the content and transmission of calls, texts, and other messages sent during the provision of services, including, without limitation, all federal and state telemarketing-related laws, rules and regulations, the Telephone Consumer Protection Act (47 U.S.C. § 227) the FCC's implementing regulations (47 C.F.R. § 64.1200).
- 14.8. **Compliance Certification.** ReferralGPS certifies that it is not currently under investigation or debarment by any state or federal governmental agency for Medicare or Medicaid fraud, and that to the best of its reasonable knowledge, its currently

practicing employees, if any, are not currently excluded from participating in the Medicare or Medicaid programs or other government programs which are reported on the OIG or GSA lists. In the event an investigation of a Party is initiated by any state or federal governmental agency, or it is discovered that the representations contained herein are false, the Township reserves the right to immediately terminate this Agreement. To the extent applicable to ReferralGPS, ReferralGPS will comply with the Illinois Human Rights Act and its implementing regulations regarding Equal Employment Opportunity at 44 Ill. Admin Code Part 750 applicable to public contractors.

- 14.11. **FOIA.** The Customer is subject to the Illinois *Freedom of Information Act* (“**FOIA**”), 5 ILCS 140/1 *et seq.*, and thus all records in its possession, and certain records in the possession of contractors relating to the provision of services for the Customer, are subject to disclosure by the Customer under such Act as public records unless they fall into an exception therefrom. The Parties understand and agree that no confidentiality provision in the Agreement or other document shall operate to prohibit disclosure of records by the Customer to third parties (or impose liability on the Customer therefor) if the Customer determines, in its sole discretion, that such disclosure is required under FOIA or other state or federal law or regulation or for preservation of the Customer’s legal rights.

15. Definitions.

- 15.1. "Authorized Users" means any residents of the Customer.
- 15.2. "Business Day" means a day other than a Saturday, a Sunday, or a holiday that local banks in DuPage County, Illinois are not open for business.
- 15.3. “Township Data” means any information, data, or other content, in any form or medium, including protected health covered information and other non-public information, including metadata and user content, that is collected, processed, or otherwise received, directly or indirectly, from Customer or any Authorized User by or through the Services. As between the Parties, Customer shall retain all right, title and interest (including any and all intellectual property rights) in and to the Township Data; provided, however, that Company may create and use de-identified data related to use of the Services in order to improve Company’s products and services, to develop new products and services, and for its other business purposes, as provided herein, and such de-identified data will be owned by Company.
- 15.4. "Effective Date" is defined in the introduction to this Agreement.
- 15.5. "Intellectual Property" means any and all of the following in any jurisdiction throughout the world (a) trademarks and service marks, including all applications and registrations, and the goodwill connected with the use of and symbolized by the foregoing, (b) copyrights, including all applications and registrations related to the foregoing, (c) trade secrets and confidential know-how, (d) patents and patent applications, (e) websites and internet domain name registrations, and (f) other

intellectual property and related proprietary rights, interests and protections (including all rights to sue and recover and retain damages, costs and attorneys' fees for past, present, and future infringement, and any other rights relating to any of the foregoing).

15.6. "Subscription Fee" is defined in Schedule A.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the Effective Date.

REFERRALGPS:
RILEY, LLC d/b/a
REFERRALGPS

TOWNSHIP OF SCHAUMBURG
MENTAL HEALTH BOARD:

Signature: _____

Signature: _____

By: Amit Thaker

By: Quinette Hobson-Robb

Title: CEO of ReferralGPS

Title: Executive Director

Date: _____

Date: _____

SCHEDULE A

Subscription Fee Services Include:

- Annual Fee \$160,000, which includes:
 - Online web portal
 - Care Navigation access
- No limit to Authorized Users or Care Navigation requests
- Administrative Usage Reports (2)

SCHEDULE B

Treatment Credits Services Include:

- The Township will purchase 200 treatment credits from ReferralGPS for \$40,000 to provide mental health care by Illinois-licensed qualified providers to families with financial constraints through independent mental health clinicians.
- The treatment credits must be used exclusively for the provision of mental health care to eligible participants and for no other purpose.
- These credits will be valid for 18 months from the date of purchase and will expire thereafter, unless mutually agreed upon by both Parties to extend the term of the credits beyond 18 months.
- ReferralGPS's failure to utilize these credits for their intended purpose is a material breach for which the Township is entitled to terminate this Agreement immediately.
 - In the event of such a breach, ReferralGPS shall reimburse the Township the full value of any unused or improperly used treatment credits, and the Township shall be entitled to pursue all available remedies, whether in law or equity.
 - ReferralGPS will use best efforts to secure the treatment credits against misappropriation, fraud, waste, and abuse.
 - ReferralGPS shall maintain contemporaneous records related to the provision of mental health care using these credits.
- The Township shall have the right to examine and audit, or have an agent, accountant, or other representative examine and audit, books, accounts, records, and other documents and materials in ReferralGPS's possession or control related to the treatment credits and ReferralGPS's services under this Agreement.

Schaumburg Township

Board Warrant Report

From 5/31/25 - 6/27/25

Mental Health Board

Per Attached List of Voucher to be Paid:

Accounts Payable

Total	<u>141,918.52</u>
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All expenditures set forth herein and in the attached "Township of Schaumburg Board Audit Report – All Funds" have been approved for payment by the Township Board and are hereby attested to by the Township Clerk on this 1st day of July 2025.

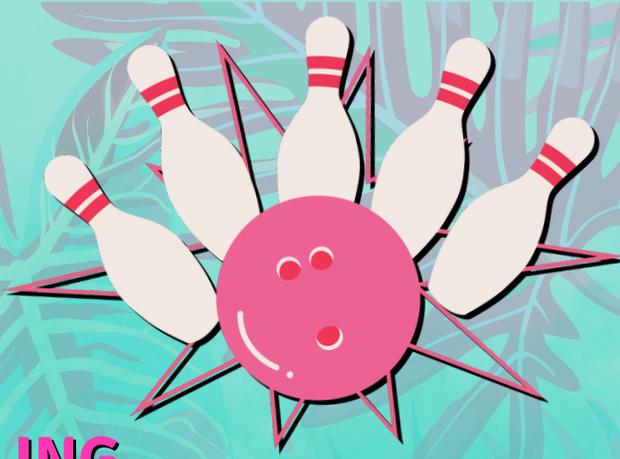
Trustee

Township of Schaumburg - Mental Health Board
Board Audit Report - MHB
May 31 through June 27, 2025

Type	Date	Num	Name	Memo	Amount
504 - MHB Expenditures					
5045 - MHB ADMIN					
5045001 - Legal Service					
Bill	06/16/2025	473-0001-43677	Airdo Werwas, LLC	May 2025	-1,842.10
Total 5045001 - Legal Service					-1,842.10
Total 5045 - MHB ADMIN					-1,842.10
5046 - MHB COMMODITIES					
5046001 - Office Supplies					
Bill	06/16/2025	100915	The Finer Line, Inc.	Board member name plates	-117.24
Total 5046001 - Office Supplies					-117.24
5046003 - Equipment/Database					
Bill	06/03/2025	185441	Summittable	grant management system	-9,750.00
Total 5046003 - Equipment/Database					-9,750.00
Total 5046 - MHB COMMODITIES					-9,867.24
5048 - MHB SERVICE CONTRACTS					
5048000 - Service Contracts					
Bill	06/03/2025	June 2025	The Bridge Youth & ...	June 2025	-6,250.00
Bill	06/03/2025	June 2025	Associates in Behav...	June 2025	-4,000.00
Bill	06/03/2025	June 2025	Little City Foundation	June 2025	-3,750.00
Bill	06/03/2025	June 2025	Life Span	June 2025	-2,083.33
Bill	06/03/2025	June 2025	Ray Graham Associ...	June 2025	-4,583.33
Bill	06/03/2025	June 2025	St. Mary's Serv dba ...	June 2025	-2,358.00
Bill	06/03/2025	June 2025	Teen Parent Connec...	June 2025	-1,651.56
Bill	06/16/2025	May 2025	Doc B, PLLC	May 2025	-1,800.00
Bill	06/16/2025	Safe From The...	Children's Advocacy...	Safe From The Start May 2025	-833.33
Bill	06/16/2025	Mental Health ...	Children's Advocacy...	Mental Health Services May 2025	-833.33
Bill	06/16/2025	May 2025	Fellowship Housing ...	May 2025	-1,833.33
Bill	06/16/2025	May 2025	St. Mary's Serv dba ...	May 2025	-2,358.00
Bill	06/16/2025	May 2025	Partners for Our Co...	May 2025	-1,041.67
Bill	06/16/2025	May 2025	Ray Graham Associ...	May 2025	-4,583.33
Bill	06/16/2025	May 2025 Out...	Kenneth Young Cen...	May 2025 Outpatient Therapy Services	-30,295.83
Bill	06/16/2025	May 2025 Men...	Kenneth Young Cen...	May 2025 Mentoring and Community Support Services	-7,752.91
Bill	06/16/2025	May 2025 Int. ...	Kenneth Young Cen...	May 2025 Intensive Recovery Group Services	-3,229.16
Bill	06/16/2025	May 2025 Crisi...	Kenneth Young Cen...	May 2025 Crisis Intervention Services	-3,330.00
Bill	06/16/2025	May 2025 SUPR	Kenneth Young Cen...	May 2025 Clinical Substance Use Prevention and Recovery	-3,229.16
Bill	06/16/2025	May 2025 Psy...	Kenneth Young Cen...	May 2025 Psychiatric Services	-16,746.25
Bill	06/16/2025	May 2025	Northwest Center A...	May 2025	-7,083.33
Bill	06/16/2025	May 2025	The Share Program	May 2025	-4,166.67
Bill	06/16/2025	May 2025	Wings Program, Inc.	May 2025	-1,500.00
Bill	06/23/2025	May 2025	The Bridge Youth & ...	May 2025 service contract	-6,250.00
Bill	06/23/2025	May 2025	Clearbrook	May 2025 service contract - Community Day Svcs PURSUIT	-833.33
Bill	06/23/2025	May 2025 Res ...	Clearbrook	May 2025 service contract - Residential services	-2,000.00

Township of Schaumburg - Mental Health Board
Board Audit Report - MHB
 May 31 through June 27, 2025

Type	Date	Num	Name	Memo	Amount
Bill	06/23/2025	May 2025	GiGi's Playhouse	May 2025 service contract	-2,083.33
Bill	06/23/2025	May 2025	Little City Foundation	May 2025 service contract	-3,750.00
Total 5048000 - Service Contracts					-130,209.18
Total 5048 - MHB SERVICE CONTRACTS					-130,209.18
Total 504 - MHB Expenditures					-141,918.52
TOTAL					-141,918.52



TROPICAL BOWLING

SUMMER CELEBRATION

40TH ANNIVERSARY

Saturday, July 12 | 10am | FREE
Registration window: June 15-July 11
Poplar Creek Bowling*

Aloha! Persons with disabilities and their families should join us for a Tropical Bowling Summer Celebration. Wear your favorite Hawaiian shirt, grass skirt or lei and let's hula our way to a STRIKE! It's sure to be a day filled with laughter and good vibes. Food and raffle prizes will be available. Registration is required online, in-person or by calling 847-285-4541.

*2354 W Higgins Rd, Hoffman Estates, IL 60169



847-285-4541
schaumburgtownship.org
One Illinois Blvd,
Hoffman Estates, IL

 @SchaumburgTownship
 @schaumburgtownship