

708 Community Mental Health Board Planning Committee Meeting
729 S McLean Blvd, Elgin, IL
June 21, 2023 Minutes

The meeting of the Elgin Township 708 Community Mental Health Board Planning Committee was held in the lower level of the Township Building. The meeting was called to order by Committee Chair Suzanne Rozycki at 5:37. Ms. Rozycki led the Committee in the Pledge of Allegiance.

Roll Call: Committee Chair Suzanne Rozycki, Amanda Teachout, and ex-officio committee prospect Michelle Diaz were present.

Approval of the Agenda: Ms. Teachout moved to approve the agenda, Ms. Rozycki seconded and the motion passes.

Committee Chair Report: Ms. Rozycki explained that because Ms. Diaz was no longer a resident of Elgin Township, she could not be a voting member of the committee until Chairmen Sosnowski formally appointed her.

A. New Business

1. Consideration of appointment of Secretary of Committee

Committee Chair Rozycki appointed Amanda Teachout as Secretary of the Committee and she accepted.

2. Discussion of Three-Year Plan

Committee Chair Rozycki started off the discussion by sharing some notes she had from looking at other three-year plans. She had noticed many other 708 Boards include educational goals for the community. Ms. Teachout shared that the Board had already approved a one-year plan, resulting in the committee only needing to solidify. She suggested the second year of the Strategic Plan be focused on implementation and the third year be review and evaluate. The committee agreed to the plan. Committee Chair Rozycki shared she liked the format of the table where goals were laid out under sub-categories and the year of completion was clearly marked. Ms. Teachout offered to create a similar table to fill the goals in and leave a sub-category blank for the results of the Needs Assessment. The Committee concurred.

3. Discussion of Funding Applications

Committee Chair Rozycki shared she looked at some of these online and really appreciated the fillable form format. Discussion ensued about ensuring questions on the applications would provide useful information to the Board and not unnecessary paperwork to the agencies. The Committee agreed it was vital the Board understood the value of each question on the application. Ms. Teachout reminded the committee that the Planning Committee would present the applications for the Board's approval, providing some further education at the time.

4. Discussion of Reporting Requirements upon Award of Funding

Ms. Teachout shared with the Committee that once funding is awarded, it is advisable awarded agencies report how many Township residents they are serving to ensure fiscal responsibility. The Committee agreed and decided to discuss this at future meetings.

5. Determination of next Planning Committee meeting

Committee Chair Rozycki suggested the group meet again on July 12 at 5:00 PM. The committee agreed.

B. Committee Member Comments (if any) – none

C. Recognize Public Comments- none

D. Announcements- none

E. Adjournment- Ms. Teachout moved to adjourn at 6:36 pm and Ms. Rozycki seconded. The motion carried and the meeting was adjourned.

Respectfully submitted by Secretary Teachout.

Amanda Teachout/Secretary

Date