

**Elgin Township
Mental Health Board
729 S. McLean Blvd.
Elgin, IL 60123
Meeting Minutes
Thursday, December 17, 2020**

Pursuant to Illinois Executive Order 2020-07 and 2020-33 signed by Governor Pritzker on March 16, 2020 and April 30, 2020, respectively, some members of the Township Mental Health Board are lawfully attending this meeting via video conferencing.

- I. Meeting called to order at 6:03 p.m. by Board President Franklin Ramirez

Pledge of Allegiance

Board Members present: Franklin Ramirez, President
Karen Beyer, Vice President
Chrystal Knight-Secretary
Kate McCormack
Danise Habun
Suzanne Rozycki
Misty Javan
Shirley Bassett

Quorum established.

- II. Recognize Public Comments:
- a. Mary Roberti: Question as to whether the ETMHB is a HUB or funder. She states she has heard from someone that the governing statute prohibits the ETMHB from being a HUB.
 - b. Vern Teppe: Township funded the ETMHB at full rate of .15% which based on EAV is 3,485,815.60 and this is an opportunity to make a real difference for Mental Health in Elgin Township.
- III. Motion to approve minutes of November 12, 2020 meeting made by Shirley Bassett and seconded by Suzanne Rozycki : unanimous approval of minutes.
- IV. Old Business:
- 1. Elgin Township Board Meeting
 - a. Tax Rate-the ETMHB was funded at .15% and based on EAV, is \$3,485,815.60.
 - b. ACHMHAI (Association of Community Mental Health Authorities of IL) on January 11, 2021 agenda. We are officially joining this group.
 - 2. Strategic Planning:
 - a. Kate's Survey: Kate MacCormack prepared and distributed a needs survey. She has prepared the summary of responses which the ETMHB can discuss. We can discuss the results of it for months to come. There is a lot to review here. Shirley said it will be informed by what we discover is already available. Karen stated that the resources available are inadequate. Next steps: Determine current township residents receiving services, on waiting lists. needs assessments.
 - b. Shirley suggested a website that the agencies could use to upload information about residents receiving services, waiting lists, etc.
 - c. Central Checklist needs to be made: policies and procedures, bylaws, etc.

- d. Social Media presence: Township can create a page. Nicole and the webmaster. What should be on the link to ETMHB on Elgin Township website is Mission, Vision, Core Values, Membership names.
- e. Should a 708 member be present at Township Board meetings? Franklin is currently. Do we need someone else also?
- f. Legal advice or representation for ETMHB: Township has an attorney but do we need someone specifically for ETMHB? Scott at McHenry's 708 may have some answers.
- g. The objective is to not just hand out money to existing agencies but to grow services and have the services expand. Partnership service agreements should expand to be more than what they are already doing?
- h. Google Docs would be best format to share documents among board members and to outside entities. Basecamp and Monday are project management systems. City of Elgin uses Basecamp.
- i. Goals: Danise and Kate are going to work on this. Interviews with agencies. List of questions for all agencies. McHenry has a monthly meeting of all funded agencies-network council.
- j. Karen and Danise are the Strategic Planning subcommittee; survey workgroup-Kate; bylaws subcommittee is Suzanne; needs assessment subcommittee is Shirley.

V. New Business:

- 1. Bylaws-Suzanne Rozycki
 - a. What to include in by-laws:
 - b. Indemnification through liability insurance
 - c. ACHMHAI-Eileen Durkin
 - d. Review and Evaluation of Agencies we are interacting with
- 2. Needs Assessment-Shirley
 - a. 3 year old needs assessment from Kane County Health Department
 - b. Kane County Board did focus groups for needs assessment
 - c. Elgin Human Services Council (Bobby Jackson) has a list of agencies
- 3. General Discussion-agenda items for January.

VI. Open Discussion

There being no further new business before the board, Danise Habun moved to adjourn, motion was seconded by Karen Beyer and carried unanimously. Meeting adjourned at 7:42 pm

Next regular monthly meeting to be held January 14, 2021 at 6pm at Township Offices, 729 S. McLean Blvd., Elgin, IL 60123.

Respectfully submitted,

Chrystal Knight
Secretary