



McHenry County
Mental Health Board - Regular Meeting
MINUTES

May 28, 2024, 6:00 PM
Mental Health Board - Main Floor Conference Room
620 Dakota St., Crystal Lake, IL 60012

Members Present: Greg Alexander, Mike Baber, Christina Bruhn, Adam Carson, Lindsay Keisman, Ray Lapinas, Amy Rath, Carolyn Schofield, Connee Meschini

1. CALL TO ORDER - C. MESCHINI

Meeting called to order at: 6:00 pm by Connee Meschini.

Also in attendance: Leonetta Rizzi, Melanie Duran, Karin Frisk, Bridget Geenen, Eric Villa, and members of the public and provider agencies

2. PUBLIC COMMENT-VIA CALL IN OR 24-HOUR ADVANCE NOTICE TO BGEENEN@MC708.ORG

Emily Fencl of Vice President of Clearbrook thanks the MHB for the approval of the CILA and provides updates regarding the status of the home and funds. Emily also speaks about the additional funds request on the current agenda.

Tiffany Valkama of Options and Advocacy thanks the MHB for support and gives program updates.

Mary Margaret Maule, interim Executive Director of Turning Point introduces herself and states there is an active search for a new Executive Director.

3. APPROVAL OF MINUTES - FOR ACTION

Mover: Carolyn Schofield

Secunder: Mike Baber

Approve previous minutes from April 23, 2024 and March 26, 2024 and approve May 9, 2024 with suggested edit.

Aye (9): Greg Alexander, Mike Baber, Christina Bruhn, Adam Carson, Lindsay Keisman, Ray Lapinas, Amy Rath, Carolyn Schofield, and Connee Meschini

Recommended (9 to 0)

3.1 Minutes of the April 23, 2024 Regular Board Meeting

3.2 Revised Minutes of the March 26, 2024 Regular Board Meeting

3.3 Minutes of the May 9, 2024 Town Hall Meeting

4. PRESENTATION

No Presentation.

5. REPORTS

5.1 President's Report - C. Meschini

5.1.a Town Hall - Survey in Appendix and Minutes Attached

C. Meschini states the Town Hall was a success and the survey results are in the appendix. There are suggestions that the MHB will take into consideration for next year.

5.1.b COW May 16, 2024 presentation

C. Meschini and L. Rizzi presented to the County Board regarding the Mental Health Board.

5.1.c Board Self-Assessments will be distributed next week & due June 17, 2024

Please turn in the survey by June 17, 2024.

5.1.d June Board Officer Elections

MHB Board Officer elections are in June. Let C. Meschini know if any are interested in an officer position.

5.1.e Board Member Provider Visits - Report off in member comments

5.1.f MHB By-Laws Revisions & Committee Assignments

There will be a proposed By-Laws revision to vote on in new business to increase the size of MHB Committee members to allow more than one MHB Board Member to meet outside of a public meeting.

5.1.g President's Packet of Upcoming Events in Appendix

See appendix for all trainings and events.

5.2 Director's Report - L. Rizzi

ED summarizes and highlights portions of the Executive Directors report which begins on page 22 in the agenda packet and can be read in full.

- May 9th Town Hall was a success with 77 participants providing valuable feedback on services and needs. Huge shout-out to Board members who participated/facilitated sessions this year: Connee Meschini, Chris Bruhn, Greg Alexander, Amy Rath, Adam Carson, and Carolyn Schofield. Session feedback will be placed as minutes for TownHall and this information will continue to feed our strategic planning efforts.
- FY25 Notice of Funding Availability (NOFA) and Application information will be posted and opened on May 31, 2024. The application(s) will be due on July 31, 2024. Staff reviews and input will be completed in the Foundant system in June for Board review/input to follow. We will have approximately \$10,830,000 for Client Services MHB funding and \$250,000 budgeted of Opioid Settlement \$ available for FY25 which may change depending on the actual Pharmaceutical Opioid \$ received.
- Welcome Kayla Prendergast to the MHB team, as the Compliance & Quality Assurance Analyst to start on June 3. She has vast case management experience & was employed at the Housing Authority before accepting this role.

- IT Projects update: Door project has started last week and is anticipated to be completed in the month of June. Board Room live-streaming camera projected to start this week and to be complete by end of June.
- There's a lot of activity happening in Springfield not only with bills but also on the FY25 State Budget. Details of bills in ED report.
- Bob Tanner, President/CEO of Greater Family Health, announced his retirement as CEO effective July 1, 2024 after 19 years, but will remain as President until October 18, 2024 for continued training and mentorship for his successor, Guadalupe Fonseca who has been the COO and with GFH since 2005 in various capacities.

5.3 Ethics and Compliance - G. Alexander

G. Alexander states the full details are in the board packet.

- There have not been any major findings in current audits.
- The last committee meeting was an open forum discussion with funded agencies in attendance. The discussion was around outcomes standardization and the questions and concerns of the funded agencies.
- There was a consensus to slow the process of outcomes standardization down with the goal of better data without increasing reporting work for funded agencies.
- The October Ethics and Compliance Meeting will be changing from October 29, 2024 to November 12, 2024 and notice will go out.

5.4 Finance and Audit Committee - L. Keisman

The Finance Report can be read in full starting on page 39 of the agenda packet.

L. Keisman states there was not a Finance and Audit Committee meeting in May and gives some highlights regarding the Finance Reports.

- There will be less Opioid Funds for FY25.
- The FY25 Budget is complete other than some minor adjustments needed and will be updated after the county provides data.
- There will be an increase to the overall FY25 Funding with the new Sales Tax Revenue.

6. CONSENT AGENDA

Mover: Mike Baber

Second: Lindsay Keisman

To approve the consent agenda.

Aye (9): Greg Alexander, Mike Baber, Christina Bruhn, Adam Carson, Lindsay Keisman, Ray Lapinas, Amy Rath, Carolyn Schofield, and Connee Meschini

Recommended (9 to 0)

6.1 202405-33 Finance Reports for the Period Ending April 30, 2024

6.2 202405-34 Opioid Fund Report for the Period Ending April 30, 2024

6.3 202405-35 MHB Monthly Bills

7. OLD BUSINESS - FOR DISCUSSION/FOR ACTION

7.1 202405-37 MHB Ground Rules

G. Alexander gave an overview and history of how the MHB Ground Rules came to be at the board development meeting. When there is a new MHB Board Member they should be presented with rules and if there is any concern or issue with the ground rules, the rules should be brought back to the full board for review. Greg proposes that the board go through the rules one by one and agree or change.

Carolyn Schofield states she has been on many boards and has not experienced ground rules. Carolyn states that the MHB is accountable to the Open Meetings Act, the Community Mental Health Act, Roberts Rules of Order, Ethics Training and MHB By-Laws and doesn't understand adding another layer of accountability as a volunteer board.

Members discuss that the rules were not created to fix something broken but to create a culture of how they all want to be treated. A few members highlight the following:

- L. Keisman states that re-visiting the rules on a yearly basis is very helpful.
- M. Baber states the ground rules help keep him on track and accountable.
- C. Bruhn states she also has not seen this on any other board and has not seen any issues with anyone on the current board but possibly name the list cultural norms versus rules.
- C. Schofield states that she does not agree with any rule that prohibits one from speaking as an individual.

Overall board agrees that removing the word rule and to annually discuss the list to keep updated and provide to new MHB Board Members at onboarding.

7.2 202405-38 Approval of FY25 Draft Budget

Mover: Lindsay Keisman

Secunder: Adam Carson

To approve FY25 Draft Budget.

Aye (9): Greg Alexander, Mike Baber, Christina Bruhn, Adam Carson, Lindsay Keisman, Ray Lapinas, Amy Rath, Carolyn Schofield, and Connee Meschini

Recommended (9 to 0)

8. NEW BUSINESS - FOR DISCUSSION/FOR ACTION

8.1 202405-39 MHB Personnel Policy

C. Schofield asks how the verbiage regarding the new legislation within the policy was created.

M. Duran states that those areas are taken directly from the County Personnel Policy.

Mover: Lindsay Keisman

Secunder: Greg Alexander

To approve MHB Personnel Policy as amended.

Aye (9): Greg Alexander, Mike Baber, Christina Bruhn, Adam Carson, Lindsay Keisman, Ray Lapinas, Amy Rath, Carolyn Schofield, and Connee Meschini

8.2 202405-40 Additional Funding Request | Clearbrook CHOICE FFS

C. Bruhn gives an overview of her understanding of the numbers and requests more detail from the agency about exactly what is being requested, how many hours will the request pay for, the cost per hour, why the initial allocation was used so quickly above the "30%" increase requested. C. Schofield agrees with C. Bruhn regarding her calculation of the numbers.

L. Keisman states concern for other programs that will be in the red and will be coming forward with future requests and is apprehensive to use so many unallocated dollars towards one program when there will be other needs in the coming months. L. Keisman requests that agencies should state if a partial funding amount allow the program to continue and for how long when requests are submitted.

L. Rizzi states Clearbrook did present at last month's meeting regarding the Choice program and that there will be more requests possibly next month but there will also be more unallocated dollars.

L. Keisman references pages 45 and 46 of the current agenda packet to see agency usage and restates her concern for future requests.

C. Schofield refers to Clearbrook's prior years funding request and adds the 30% and cannot understand the request amount and would be comfortable with \$60,000.

C. Meschini states we can vote on the total amount or amend the amount to approve.

M. Baber asks if partial will allow the program to continue and C. Meschini states the waitlist would not be addressed without full fund request.

C. Meschini calls for a vote.

Discussion regarding amendment made by C. Schofield second by C. Bruhn

L. Keisman suggests that the dollars be calculated using the 14 existing clients and come back with a request for the additional 3 clients and the funded dollars be used for a certain number of clients.

C. Schofield states that is not the job of the board and that is the responsibility of the requesting agency and using that calculation would drop the request to \$30,000.

L. Rizzi states that Clearbrook presented that 30% increase is based on Medicaid reimbursement rates versus the calculations the members are using.

C. Schofield moves to table the Motion second R. Lapinas

C. Schofield withdrew amendment

Original Motion on the floor for vote

Mover: Mike Baber

Second: Greg Alexander

The Executive Director is directed to amend the FY24 funding agreement with Clearbrook to support additional fee for service funding of \$150,000 for the Choice Program.

Amendment:

Mover: Carolyn Schofield

Second: Christina Bruhn

To Amend Clearbrook's Funding Request to \$60,000.

Amendment:

Mover: Carolyn Schofield

Second: Ray Lapinas

To Table the Clearbrook Funding Request.

Aye (4): Christina Bruhn, Adam Carson, Ray Lapinas, and Carolyn Schofield

Nay (5): Greg Alexander, Mike Baber, Lindsay Keisman, Amy Rath, and Connee Meschini

Not Recommended (4 to 5)

Original Motion:

Mover: Mike Baber

Second: Greg Alexander

To vote on Original Motion as follows:

The Executive Director is directed to amend the FY24 funding agreement with Clearbrook to support additional fee for service funding of \$150,000 for the Choice Program.

Aye (3): Mike Baber, Amy Rath, and Connee Meschini

Nay (6): Greg Alexander, Christina Bruhn, Adam Carson, Lindsay Keisman, Ray Lapinas, and Carolyn Schofield

Not Recommended (3 to 6)

8.3 202405-41 MHB By-Laws & Committee Assignments

C. Meschini states that the board can vote to change the number of committee members and that changes or eliminating committees will need to be discussed in the By-Laws Committee for recommendation to the full board.

Mover: Mike Baber

Second: Ray Lapinas

To approve By-Laws as redlined to amend the number of MHB Committees Members.

Aye (9): Greg Alexander, Mike Baber, Christina Bruhn, Adam Carson, Lindsay Keisman, Ray Lapinas, Amy Rath, Carolyn Schofield, and Connee Meschini

Recommended (9 to 0)

8.4 202405-42 MHB Open Office Space | Realtor Contract

C. Meschini states that there is a need for a realtor to lease the final office space on the second floor.

A. Carson asked how long the contract is written for and answered that written as a 6-month contract with 30 day out with written notice from either party.

Mover: Mike Baber

Second: Amy Rath

To contract with realtor for open MHB office space.

9. MEMBERS' COMMENT

C. Meschini states that if you go on an agency site visit, please report back to the full board during member comments.

L. Keisman visited NISRA and learned how NISRA measures progress as part of "recreation". NISRA is interconnected with many of our funded agencies. NISRA has a beautiful site with a sensory space, art rooms, and music rooms.

NISRA gave some feedback they wanted to share:

- NISRA services more than the McHenry County area but highlighted how amazing it is to be a part of a community is interconnected, ex) Network Council.
- MHB Compliance Team are all very helpful and a safe environment to work with.
- MHB dollars allow for NISRA to have new, cutting edge, innovative programs and allows NISRA to do its own research and development to go out and find new dollars.
- C. Schofield provides update on the history of the MHB committee structure and there is nothing in the CMHA that requires a specific committee structure and verified with Scott Block that it was a MHB decision and suggests further discussions in the upcoming By-Laws Committee Meeting.

10. APPENDIX

11. EXECUTIVE SESSION - AS NEEDED

No Executive Session

12. ADJOURN

Mover: Lindsay Keisman

Secunder: Adam Carson

To adjourn the meeting at 7:35pm

Approved by Voice