



McHenry County
Mental Health Board - Special Meeting
MINUTES

April 15, 2025, 6:00 PM
Mental Health Board - Main Floor Conference Room
620 Dakota St., Crystal Lake, IL 60012

Members Present: Connee Meschini, Christina Bruhn, Adam Carson, Linda Hoch, Lindsay Keisman, Ray Lapinas, Amy Rath, John Reinert, Carolyn Schofield

1. CALL TO ORDER - C. MESCHINI

Meeting called to order at: 6:04 pm by Connee Meschini.

Also in attendance: Melanie Duran, Karin Frisk, Bridget Geenen, Joe Geenen, and members of the public and provider agencies.

Video and audio of meeting can be found at the following link:

[April 15, 2025 MHB Special Board Meeting](#)

2. PUBLIC COMMENT

No Public Comment.

3. NEW BUSINESS - FOR DISCUSSION/FOR ACTION

3.1 Operational Report - Discussion

Connee Meschini provides overview.

Full comments can be heard/viewed on the McHenry County website at 2:28 of the recording. Link provided in minutes above under 'Call to Order'.

3.2 FOIA Report - Discussion

Connee Meschini provides overview.

Full comments can be heard/viewed on the McHenry County website at 3:14 of the recording. Link provided in minutes above under 'Call to Order'.

3.3 Executive Director Job Description

Connee Meschini provides overview. Member discussion.

Full comments can be heard/viewed on the McHenry County website at 4:40 of the recording. Link provided in minutes above under 'Call to Order'.

3.4 Plan for Executive Director Recruitment - Discussion

Connee Meschini provides overview.

Full comments can be heard/viewed on the McHenry County website at 12:30 of the recording. Link provided in minutes above under 'Call to Order'.

4. MEMBERS' COMMENT

Lindsay Keisman makes member comment.

Full comments can be heard/viewed on the McHenry County website at 13:34 of the recording. Link provided in minutes above under 'Call to Order'.

5. EXECUTIVE SESSION - Executive Session for personnel pursuant to 5 ILCS 120/2(c)(1).

Motion to enter Executive Session by L. Keisman and seconded by C. Schofield.

Roll Call taken:

Present: C. Bruhn, A. Carson, L. Hoch, L. Keisman, R. Lapinas, A. Rath, J. Reinert, C. Schofield, C. Meschini

Return to Regular Session at 7:26pm

Roll Call taken:

Present: C. Bruhn, A. Carson, L. Hoch, L. Keisman, R. Lapinas, A. Rath, J. Reinert, C. Schofield, C. Meschini

No action was taken in Executive Session.

6. Possible Action Resulting from Executive Session

No audio after once in Regular Session.

Carolyn Schofield made the motion and seconded by Linda Hoch. Members voted and meeting was adjourned.

Mover: Carolyn Schofield

Second: Linda Hoch

The Fiscal Operations Manager is directed to work with County HR and Administration to make temporary compensation changes identified in the Decision Memo 202504-26 Executive Director Tasks Reassigned.

Aye (9): Connee Meschini, Christina Bruhn, Adam Carson, Linda Hoch, Lindsay Keisman, Ray Lapinas, Amy Rath, John Reinert, and Carolyn Schofield

Recommended (9 to 0)

7. ADJOURN

Mover: Carolyn Schofield

Second: Lindsay Keisman

To adjourn the meeting at 7:27pm

Approved by Voice

**McHenry County Mental Health Board
Decision Memorandum**

Background

Effective 3/28/25, the MHB Executive Director position became vacant. The MHB management team (Building and Office Operations Manager, Compliance and Operations Manager, and Fiscal Operations Manager) have taken on additional roles and tasks to maintain MHB operations in the absence of the Executive Director. To compensate these staff members for the additional time being spent on these tasks and roles, the following additional temporary compensation is being proposed until 90 days after the Executive Director role is filled:

Building and Office Operations Manager - \$1,000 per bi-weekly payroll

Compliance and Operations Manager - \$500 per bi-weekly payroll

Fiscal Operations Manager - \$500 per bi-weekly payroll

MHB FY25 Budget Impact

- Total estimated cost if the Executive Director position remains open for the remainder of FY2025 - April thru November, \$4,000 per month, \$32,000.
- Available budget from Executive Director position if unfilled through November 2025, \$60,893.

Recommendation and Motion

The Fiscal Operations Manager is directed to work with County HR and Administration to make temporary compensation changes identified above.

Attachment: Reassigned tasks and estimated additional hours to be worked.