

## MINUTES

Madison County Mental Health Board  
Meeting Place: Administration Building  
157 N. Main Street, Suite 145  
Wednesday, January 11, 2017

**Board Members Attending:** Nick Petrillo, Walter Hunter, Charlotte Charbonnier, Michael Durbin, Herb Clay

**Staff Attending:** Jennifer Roth and Beth Parente

Mr. Hunter called the meeting to order at 4:30.

Ms. Roth introduced our new board member Mr. Herbert Clay. Mr. Clay gave a brief bio of himself. We are very excited to have him appointed to the Board.

A motion to approve the November minutes was made by Ms. Charbonnier and seconded by Mr. Petrillo.

A motion to approve the December claim was made by Ms. Charbonnier and seconded by Mr. Clay.

A motion to approve the January claim was made by Mr. Clay and seconded by Ms. Charbonnier.

### **Public Comment**

Introductions by the public were Toni Corona, Executive Director of the Health Dept., Erica Conway Harris, County Board Member & Chair of the County Institutions Committee, and Steve Adler, Deputy County Administrator.

### **Agency Announcements**

**Chestnut Health Systems** – Mr. Mercer announced that the A-CRA manual that they have been working on for over a decade is now available on Amazon. Senator Durbin and Chestnut have been very involved with SSVF Program working with Veterans and housing needs. This program allows Veterans to have permanent housing of their own if the participant meets the SSVF eligibility requirements.

**William Bedell ARC** – Mr. Rollins announced the agency received several generous donations over the holidays. School is back in session and they are keeping busy.

**Illinois Center for Autism** – Ms. Newsome said they have added 2 new clients to their Developmental Training Program. They are prepping for their upcoming fundraiser, an auction that will be held in March.

**Madison County Child Advocacy Center** – Ms. Cohan reported they had 634 interviews in 2016. Ms. Cohan applied for a grant for the Center which will allow them to update the interviewing area.

**Madison County Catholic Charities** – Ms. Brown is working on their annual fundraiser “Help on the Move” to be held April 8<sup>th</sup>, 2017 at the Atrium Hotel and Conference Center in Alton. This fundraiser will benefit the Mobile Food Pantry, MedAssist, Professional Counseling, Faith in Action, Guardian Angel Food Pantry, Homeless Prevention, and CC Legal Services.

**Centerstone** – Ms. Tyree announced that she is the President of CBHA (Community, Behavioral, Health Association). This month’s Spotlight topic is on “Aging and Mental Health”. Ms. Craig talked about the large increase in the homeless population in Alton in 2016. The agency is focusing on their community based and managed care programs.

**Epilepsy Foundation of Greater Southern IL** – Ms. Baxter announced they are finalizing their annual report and it should be ready to go out at the end of the month. Ms. Baxter passed out the flyers for Camp Roehr 2017.

**Heartlinks Grief Center** – Ms. Cuddeback announced they have extended their education in the Highland School District taking on the elementary schools. They are keeping very busy with all of their support groups expanding rapidly.

**Land of Lincoln Legal Assistance Foundation** – Ms. Barnes announced they are wrapping up their Annual Report. The agency participated in several very busy days of pro bono expungement and sealing of cases for clients in the community. Ms. Barnes said the needs for their legal services are rising at a fast pace.

**NAMI of Southwestern IL** – Ms. Gruneich announced they are keeping very busy and the programs continue to flourish. She thanked the Board for all of our support. Ms. Gruneich brought along two other NAMI board members who spoke on behalf of the organization.

**St. John’s Community Care** – Ms. Berry announced they are gearing up for their Valentine’s Day Party on February 12<sup>th</sup> at St. John’s Church. This year they are having a Comedic Murder Mystery Production along with chocolates and desserts. She is proud to announce the attendance at their Edwardsville location is now up to 15 adults per day.

**New Opportunities** - Ms. Winte announced they have three new participants and another two on the waiting list. They have been very busy.

**Phoenix Crisis Center** – Mr. Hellrich announced they are receiving their federal funds. They are extremely busy and always working on the building.

### **Financial Requests:**

#### **Administrative Request to Transfer:**

A request to transfer the Budgeted FY 2017 Funds for Madison County Child Advocacy Center – for the Family Advocate Position (as budgeted and contracted) in the amount of \$21,000.00 was made by Mr. Petrillo and seconded by Mr. Clay.

#### **System Development Requests:**

1. NAMI Southwestern IL requested \$30,000.00 for the CY 2017 Programming to include: the Family to Family 12-week education course, the Basics 6-week education course, the Peer to Peer 0-week educational program, the Provider

Education for mental health professionals from a consumer perspective, Home Front a 6-session educational presentation, multiple support groups, Parents and Teachers as Allies education for school personnel, Ending the Silence a program for middle and high school students, the Helpline for callers in the NAMI SWIL catchment area, the printing of NAMI Resource Guides for both child/adolescents and adults, as well as the Spanish Familia a Familia program for Spanish speaking individuals. After some discussion, a motion to approve \$20,000.00 was made by Ms. Charbonnier and seconded by Mr. Petrillo.

2. Prevent Child Abuse IL requested \$2,500.00 on behalf of the Metro East Coalition Against Methamphetamine + Other Drugs (MECAM+) in support of the 12<sup>th</sup> Annual Metro East Methamphetamine + Other Drugs Conference to be held on April 19 and 20<sup>th</sup>, 2017 at the Shrine of Our Lady of the Snows in Belleville for approximately 385 professionals. A motion to approve \$2,500.00 was made by Mr. Petrillo and seconded by Ms. Charbonnier.

### **Executive Director's Report**

Ms. Roth explained to the Board the reasons for the needed revisions with the One and Three Year Plan. The Board members and staff will have their picture taken at the March Mental Health Board meeting. Ms. Roth is working on the Annual Report and as soon as the last of the FY 16 transfers are paid it will be completed. She will have a copy for your review at the next meeting. By statute, the Annual Financial Report must be out by 90 days after the close of the fiscal year which is November 30. Ms. Roth announced several events coming up and both staff will attend.

### **Annual Meeting Business** (as outlined in By-Laws Article III – Section F)

#### **Election of Officers**

Following an overview of the election process as outlined in the By-Laws and as had been done in prior years, Ms. Roth asked members for their preference in whether to have another election of officers or to keep the offices as currently listed. With the appointment of two new members, it was determined that a new slate of officers should be elected. A motion to accept the proposed slate of officers as presented was made by Ms. Charbonnier and seconded by Mr. Petrillo.

Ms. Roth shared that staff would update the current Board Member Officers and Committee Assignments to reflect the elections and make those available in the February Informational Board Member Packets.

#### **Review By-Laws & Procedures**

Ms. Roth reported that the By-Laws had been greatly scrutinized and slightly amended several years ago by the By-Laws Committee but she welcomed all members to share any concerns or issues that they felt needed to be addressed with the By-Laws. Members did not have any issues. Ms. Roth did share the two small areas she felt should be changed. Members present voted to put the changes up for amendment and out to the public for the thirty-day notice of intent to change. A motion to amend the By-Laws was made by Mr. Clay and seconded by Ms. Charbonnier.

Ms. Roth stated that she would request that the Information & Technology Department post the By-Laws with proposed changes on the Mental Health Board website as soon as possible following the Board Meeting. She is confident that this can be accomplished before the March meeting. With no comment from the public, it should be possible to approve and finalize the two amendments at the March 8<sup>th</sup> meeting.

Ms. Roth did request that those members present who would be on the Finance Committee to please think about how often they would like to receive any financial reporting items such as the monthly expenditure reports and the comparative statement.

She also reminded all members that staff are happy to send board packets and other items in the way that is most convenient for them whether it be email, regular mail, etc. If you have a problem receiving, opening or any issue with mailings, please give the office a call.

#### Review of the One & Three Year Plan

The DRAFT 1 & 3 Year Plan was approved at the November 2016 meeting for the FY 2017 Year so most everyone; except for Mr. Clay has had some time to review the Plan. Ms. Roth asked for any questions, issues or concerns over the contents of the document. Mr. Clay and Mr. Hunter had very complimentary comments for the Plan, which Ms. Roth very much appreciated. Following the new photo to be taken at the March meeting, Ms. Roth will have a final version to be sent to members, all County Board members, Department Heads and Elected Officials.

#### Adjournment

With no other business on the table, a motion to adjourn the meeting was made by Ms. Charbonnier and seconded by Mr. Petrillo at 5:33.