

**NOTICE OF MEETING & AGENDA
ST. CHARLES 708 COMMUNITY MENTAL HEALTH BOARD
WEDNESDAY, JANUARY 21, 2026
5:30 PM, DENS A&B
2 E. MAIN STREET**

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Meeting Minutes dated November 12, 2025.**
- 4. Chair Report**
 - A. Meeting with Ald. Muenz and City Administrator McGuire Recap**
 - B. Report from Kane County Behavioral Health Meeting**
- 5. New Business**
 - A. Outreach to Possible Candidates**
- 6. Q & A**
- 7. Adjourn**

ADA Compliance

Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the ADA Coordinator, Jennifer McMahon, at least 48 hours in advance to the scheduled meeting. The ADA Coordinator can be reached in person at 2 East Main Street, St. Charles, IL, via telephone at (630) 377-4446 or 800 526 0844 (TDD), or via e-mail at jmcmahon@stcharlesil.gov. Every effort will be made to allow for meeting participation. Notices of this meeting were posted consistent with the requirements of 5 ILCS 120/1 et seq. (Open Meetings Act).



MEETING MINUTES
ST. CHARLES 708 COMMUNITY MENTAL HEALTH BOARD
WEDNESDAY, APRIL 23, 2025, 5:30 PM
MUNICIPAL BUILDING DENS A&B
2 E. MAIN STREET, ST. CHARLES, IL

1. Call to Order
Chair Poremba called the meeting to order at 5:45 PM
2. Roll Call
Members present: Denz, Litchfield, Muenz, Poremba, Rivard, Weddell
Absent: Rosenberg
Also Present: Community member Carolyn Waibel until 5:45 PM
Kane County Board member Jarrett Sanchez at 6:26PM
3. Approval of Meeting Minutes dated April 16, 2025
Motion to approve by Rivard second by Denz
Voice Vote Aye: 6 No:0
Motion carries
4. Allocation of Funding – Discussion and Votes
See appendix A spreadsheet for allocation and vote record.

Board member Denz asked to begin with discussion about applications that may be deemed not funded. Outcomes as recorded on Appendix A spreadsheet. Roundtable discussion regarding new applicants and priorities that qualify for funding and discussion for opportunities to partially fund some of the priorities based on the rubric. New agency organizations that are offered partial funding will be asked to report next year detailing use of funds and outcomes of those use of funds.

Roundtable discussion for offering future guidance to applicants. Board member Weddell and several others recollected the Bidders' Meeting that used to take place every year to offer guidance for applicants and opportunity to ask questions. The Bidders' Meetings stopped, citing that it was typically the same agencies applying year over year and the meeting was not well attended. Roundtable discussion about agencies that do not sign their application, follow available formatting, or submit it on time. A revisit for the topic of hosting a Bidders' Meeting, or another way to offer clarifying information to agency applicants, was discussed. Chair Poremba recommended the board consider a sub-committee to discuss items that could help applicants understand which portions will find them losing points and potentially funding opportunities, and then subsequently communicating that to agencies, whether through a Bidders' Meeting or a variation of that type of meeting.

Roundtable discussion about which specific applications may or may not be considered due to late submission and missing signature. Recommendation from board member Litchfield to include these items for clarity in the letter announcing the opening of the application. Board member Denz is keeping a list of items for discussion at a future meeting with items the board may want to consider making revision, whether to the application, or

communications to agency applicants for purposes of clarity, or items for consensus among board members. Board member Muenz would like to participate and collaborate on award letters before they are sent to agencies this year.

Board member Denz shared her list of items they would like to review for a future board meeting based on applications from this year. The list will be sent to Chair Poremba and revisited during a November 2025 board meeting to be considered for revisions.

Chair Poremba asked if anyone is interested in being part of a Bidders' Meeting sub-committee. Board member Litchfield, board member Weddell, board member Muenz (pending reappointment for next year) and Chair Poremba in the event board member Muenz is not reappointed stated they would participate in this sub-committee.

5. Meeting Schedule for 2025 – 2026

November 2025 – Nov 12th

A Bidders' Meeting will be added to the schedule during this November meeting

January 2026 – Jan 21st

*Applications due Monday March 9th

March 2026 – March 18

April 2026- April 15th Presentation Meeting

April 2026 – April 23rd Allocations Meeting

*A Bidders' Meeting date and delivery method TBD through work of a sub-committee

6. Determination of Chair and Vice-Chair roles for 2025 – 2026

Nomination for Chair Ricky Rivard by Poremba second by Weddell

Voice Vote Aye: 6 No: 0

Nomination for Vice-Chair Poremba by Rivard second by Weddell

Voice Vote Aye: 6 No:0

7. Adjourn

Vice-Chair Poremba asked if there were any other items for discussion or a motion to adjourn.

Motion to adjourn Poremba by second by Rivard

Voice Vote: Aye: 6 No: 0

Meeting adjourned at 8:00 PM

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