

**ST. CHARLES 708 COMMUNITY MENTAL HEALTH BOARD  
WEDNESDAY NOVEMBER 10, 2021, 5:30 PM  
MUNICIPAL BUILDING, COUNCIL COMMITTEE ROOM  
2 E. MAIN STREET, ST. CHARLES, IL  
MEETING MINUTES**

**Call to Order**

Chair Travilla called the meeting to order at 5:36 PM

**Roll Call**

Present: Denz, Poremba, Silkaitis, Travilla, Waibel, Weddell

Absent: Bryant

**Chair Report**

**1. Approve meeting minutes for April 27, 2021**

Chair Travilla asked if there were any amendments to the meeting minutes. Vice-Chair Waibel noted a change in section 3 of the minutes first paragraph. The last sentence should be stricken from the minutes.

Motion to approve minutes by Silkaitis second by Weddell.

Vice-chair Waibel asked minutes to be amended in section 3 first paragraph to remove the last sentence.

Motion withdrawn from Silkaitis second by Weddell.

Motion to approve as amended above by Silkaitis second by Weddell.

Voice Vote Aye: 6 No: 0

Motion carries

**2. Review Kane County Funds Allocation**

Vice-Chair Waibel discussed information about the American Rescue Plan Funds in the amount of \$100M which is due allocated to Kane County; with \$4M specifically allocated to mental health. According to published information, funds are to be allocated to specific qualifying county service boards including INC Board, AID, Renz-Eckert, TriCity Family and Family Services Association. Vice-Chair Waibel recommended the 708 Mental Health Board meet with Jared Sanchez in Elgin to further discuss this information. Vice-Chair also recommended the St Charles 708 Board consider attendance at some of the County Board Meetings to observe Public Health Committees. Vice-Chair Waibel also recommends a possible meeting with other local 708 Mental Health Boards on the topic as well as Chairperson Pierog. Vice-Chair Waibel will seek to set up a meeting with Mr. Sanchez and then subsequently the other local 708 Mental Health Boards. Chair Travilla agreed with the recommendation to set up the meeting with Mr. Sanchez to gather further information. Vice-Chair Waibel will also contact Dahlia with the INC Board.

3. 708 Consolidation / 708 Elgin Update

Vice-Chair Waibel asked Alderman Silkaitis if he would bring information before City Council to learn what further information might be gleaned if they have anything available to share. Vice-Chair Waibel when coupling the information about the Kane County Funds Allocation above, expressed the opinion that this 708 Mental Health Board should continue to seek information and gather data to remain informed on this topic and the potential effects on the local 708 Mental Health Boards.

4. 2021-2022 St. Charles 708 Mental Health Board Application Discipline

Chair Travilla presented an option of purchasing an Adobe program to provide an editable PDF version of the electronic funding application. This program is \$179.88 annually, purchased directly from Adobe. Board Member Silkaitis recommended this should be added to a future agenda as a line item for vote as an expenditure item. Roundtable discussion on making a motion today for the purposes of being able to move forward to obtaining access to employ use quickly.

Motion to approve annual expenditure for editable PDF by Waibel, second by Poremba.

Voice Vote: Aye: 5 No: 1

Motion carries

### Action Items

1. Electronic Application

Chair Travilla acknowledged how much work has been done by Board Member Bryant with regard to the electronic application. Chair Travilla expressed that this year, a disciplined approach to completing the application properly will be adhered in light of the updated work on end-user experience.

Board Member Poremba made a recommendation to clarify areas of the funding application that offered information on statistical numbers referenced, citing that some agencies lost rubric points for incorrect math while others simply offered ending numbers with no formula for how those numbers were achieved were shown. It is recommended that a requirement for showing how numbers were achieved be added to the application.

Board Member Denz made recommendation that quantifiable data showing ties to the mission of the 708 Mental Health Board be added to the application to offer opportunity to award rubric points to agencies showing close ties to the mission for the purposes of funding they are seeking. Board Member Denz feels these applications that are showing a true tie to the mission receive greater funding.

2. Agency Contact to Clarify Application Details and Expectations

Chair Travilla discussed an idea brought about by Vice-Chair Waibel that each board member takes a subsection of the agency applicants in an effort to do pro-active outreach to these agencies to offer ability to answer questions. Roundtable discussion on considering the stance where the application should be interpreted as written, mentioning again how much work has been done by this board to make expectations clear on the application. Board Member Denz stated in her experience on other boards that funding bodies simply do not reach out, that these are the responsibilities of the agencies to track, interpret and manage. Vice-Chair Waibel discussed that since there has not been a change in the application and there would not be a Bidders Meeting this year. After round table discussion the Board and Chair Travilla have concluded the requirement to interpret and complete the St. Charles 708 Mental Health Board Grant Application would reside with the agencies seeking funding.

### 3. Senator Villa Meeting Update

Vice-Chair Waibel again referenced and discussed the meeting attended by Board Member Bryant in September discussing the American Rescue Plan funding, as discussed above, and monies allocated for Kane County and specifically the mental health community. The meeting discussed that there would be an application process and not all agencies in the county would qualify for funds.

Another part of the meeting was the discussion of the new 988 Mental Health Response Line. This response line will operate similar to the current 911 service. At this time however, there does not seem to be the support in place to have funding or other infrastructures for this service to be implemented.

The meeting also discussed development of a multi-county database for persons having various criminal offenses in more than one local county.

A question was asked during the Senators Meeting, about the consolidation of the 708 Boards, the response offered was that there was not time to discuss during the meeting.

### 4. Opioid Update

Board Member Poremba discussed fentanyl laced drugs and related problems. Round table discussion on varieties of drugs affected, populations affected and what information is available concerning the local St. Charles community as they are facing. Chair Travilla discussed this may be an area the Board can help the community potentially, by perhaps creating lines of communication with the schools to make Narcan more widely available in St. Charles.

Action item: Board Member Poremba, working with Chair Travilla will write a letter to school District 303 to bring greater accessibility to Narcan in the schools.

### 5. Behavioral Council Update

The council has not met. Ron Weddell will be lead member.

Vice-Chair Waibel shared information about a visit to Recovery Centers of America in Campton Hills. Dr. Steve Holtsford is now with this organization full time. Currently they are 50% full and anticipating they will be at 100% within six months once staffing is put in place. The facility has

120 bed capacity and sees patient populations from 18 and up. This is a privately funded facility which accepts all types of insurance as well as Medicare.

6. Social Media and Agency Resource Highlights Process

Board Member Poremba recommended reformatting the letter with regard to social media posts as current practice is finding them to be somewhat repetitively focused on the topics posted. Ms. Poremba feels that it may be best to guide focus to core functions, while removing some of the information and language surrounding the pandemic. Ms. Poremba's recommendation would be posting once a month giving organizations a bit more direction on what type of content to post and again, stepping away from continued discussion about the pandemic. Chair Travilla recommended creation of a calendar with each agency choosing a month. Topics would be outlined on the calendar.

7. Meeting Schedule for 2021-2022

Chair Travilla discussed changes necessary moving scheduled meeting dates from Wednesdays to Thursdays. A new meeting schedule will be as follows:

Thursday January 27<sup>th</sup>, 2022.

No meeting in February.

March 24<sup>th</sup>, 2022, for a rubric meeting

April 14<sup>th</sup>, 2022, for organization presentations

April 28<sup>th</sup>, 2022, allocation of funding and rubric scoring meeting

May 26<sup>th</sup>, 2022, officer elections and general meeting/schedule setting

**Q&A**

Vice-Chair Waibel discussed a letter received from Northwestern's Living Well organization, thanking the board for a *gift* donation that needs to be rectified, as the 708 Board is a grant funding organization, not a gift donation. Chair Travilla will address this letter.

**Adjourn**

Chair Travilla asked for a motion to adjourn the meeting.

Motion Ms. Waibel second Ms. Denz

Voice Vote Aye: 6 No: 0

Meeting adjourned at 7:22 PM

*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](mailto: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).

