

**MEETING MINUTES**  
**ST. CHARLES 708 COMMUNITY MENTAL HEALTH BOARD**  
**WEDNESDAY January 24, 2024, 5:30 PM Dens A&B**  
**6:00 PM Bidders Meeting Council Chambers**  
**2 E. MAIN STREET, DENS A&B**

**1. Call to Order**

Chair Poremba called the meeting to order at 5:33 PM

**2. Roll Call**

Members Present: Poremba, Rosenberg, Weddell

Absent: Litchfield, Muenz, Rivard

Denz at 6:03 PM

Others Present: Agency Applicant Members attending for the Bidders' Meeting at 6:00PM

**3. Approval of Meeting Minutes**

**A. November 15, 2023**

Motion to approve by Weddell second by Denz

Voice Vote Aye: 4 No: 0

Motion carries

**4. Chair Report**

Chair Poremba discussed attendance of a recent Kane County Opioid Taskforce meeting. There is a committee for dispersal of funds as a result of an opioid lawsuit awarding \$192.3M to the state of IL for various types of abatement and prevention programs. Funding via application from this money will continue through the year 2038. "Your Story Matters" is the theme of a new website created by Kane County to engage people in stories of people affected by opioids. Xylazine continues to show up in street drugs and cross contamination continues to be an issue.

Chair Poremba offered to mentor anyone else interested in serving as chair or co-chair for FY 2025 through this funding cycle as her term expires. New board members will be voted on an April 24<sup>th</sup> meeting.

Agency interview questions for the social media initiative will be saved for the March meeting discussion. Please email Chair Poremba ahead or bring 3-4 questions for the March 20<sup>th</sup> meeting. Preference for email because the like questions can be combined.

Jamie Muenz was able to attend Kate Bell's initiative at the library. The board looks forward to a recap of this at a future meeting from board member Muenz.

**\*Bidders' Meeting convened in Council Chambers at 6:00 PM**

**5. Bidders Meeting**

Chair Poremba welcomed agency applicant representatives and invited them to review the application on the St. Charles city 708 Mental Health Board webpage.

Eight individuals were present for the optional Bidders Meeting. Mr. Weddell conducted this portion of the meeting. This year's applications will be posted February 2<sup>nd</sup> with a deadline due date of March 9<sup>th</sup>. This year's required presentation meeting will be held on Wednesday April 17<sup>th</sup> at 5:30PM. Mr. Weddell covered the sections of the application and called attention to various spaces in each section; offering brief description of what is being sought in the section. Mr. Weddell paused to ask for questions. No questions: continued presentation of the individual sections of the application continued.

Question regarding letter of good standing from an agency representative on which would be accepted. Mr. Weddell stated the letter signed by Kwame Raoul.

Chair Poremba stated that returning agencies will have ten minutes to present, new agencies will be given fifteen minutes to present.

Question from an agency attendee asked if a spoken presentation is acceptable or if a more formal presentation would be better. Either is acceptable, if technology is required, please advise prior to attending so the supportive technology is available for use.

Question regarding the five wards and the areas considered parts of the City of St. Charles within the 60174 and 60175 zip codes. The board will request the map with the five wards is posted to the city website prominently for purposes applying

Board meeting reconvened in Dens A & B at 6:25 PM

**6. Action Items**

Moved down from the agenda order for a quorum to arrive to vote.

#### A. Application

Chair Poremba requested consideration from the board to change the introductory section of the funding application to include verbiage in a highlighted format to help agencies complete the applications as requested and avoid losing funding. It is noted that the need for people in the community to have access to services continues to be great while agencies are working very hard, short staffed and often times overall struggling to obtain enough funding sources.

Motion to add highlighted verbiage to funding application as follows:

- “Please have an alternate presenter available in case of emergency. Failure to complete these requirements may affect your agency’s award. **Attendance at the session is mandatory.**”

Motion to approve application amendment to the funding application by Weddell second by Rosenberg.

Voice Vote Aye: 4 No: 0

Motion to approve carries.

#### 7. Adjourn

Chair Poremba asked if there were any other items or a motion to adjourn.

Motion by Weddell second by Denz

Voice Vote Aye: 4 No: 0

Meeting adjourned at 6:34 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).

