

**MEETING MINUTES**  
**ST. CHARLES 708 COMMUNITY MENTAL HEALTH BOARD**  
**WEDNESDAY, MARCH 6, 2019 – 5:30 P.M.**  
**MUNICIPAL BUILDING**  
**2 E. MAIN STREET, ST. CHARLES, IL, DEN A**

**1. Call to Order**

The meeting was called to order by Chair Waibel at 5:37PM.

**2. Roll Call**

Present: Cumblad, Cohen, Gacic, Silkaitis, Travilla, Waibel, Weddell

Additional Present: Recording Secretary Abatangelo

Absent: None

**3. Chair Report**

Chair Waibel shared that the board will be getting an email for their economic interests soon. Those are due to be returned in April.

**4. Old Business**

**A. Meeting Schedules**

Chair Waibel said she would like the board to think about a more structured schedule. Roundtable discussion ensued. Meetings should be actionable, efficient and necessary. It was discussed how much has been accomplished in the last two years in within the 708 Mental Health Board; a consultant, the application was restructured, and a rubric was developed. A recap of the discussion; the board agreed to have them more regular, concise and if all seven members are not able to attend, they could perhaps teleconference in, or review meeting minutes. A question was raised if the bidders meeting was a necessity going forward, as they didn't seem to change results on the applications received. It was mentioned that agencies however, are used to presentation meetings being the fourth Thursday in February historically. Suggestion was made for May meeting, that a discussion about what the board wants to accomplish for the year determines subsequent number of meetings for the year.

**B. Rubric Questions**

Discussion of use of the rubric was combined with allocations discussion as it ties in to use and specific allocations.

**5. New Business**

**A. ACHMAI – Discussion and Vote**

The ACHMAI invoice for this year is \$2,232.00 as it's now gone to a full membership if the board decides to remain members of ACHMAI. Roundtable discussion of the benefits of remaining a member of ACHMAI. It was discussed that one of the many services ACHMAI offers is monitoring of the 3500+ bills in the house and senate and are able to catch bills that could otherwise quickly slip through to law. It was discussed how much ACHMAI directly helps the agencies

that the 708 Mental Health Board serves in terms of legislation that gets passed, or in some instances does not get passed. Roundtable discussion that ACHMAI will still exist and benefit agencies with or without membership from the St Charles 708 Mental Health Board. Roundtable discussion as to whether the board would want to add a goal of networking information gained from ACHMAI in the future. Creating a Survey Monkey poll for agencies may be considered to help determine, before payment of the ACHMAI invoice is due, to determine benefits of remaining a member. It was also discussed that paying dues to ACHMAI was in essence, fungible funds, meaning that it would benefit agencies served by the 708 Mental Health Board.

Motion to postpone the decision on whether to remain a member of ACHMAI made by Cumblad, second Ron Weddell. Ron Weddell will create some questions for a Survey Monkey to agencies to determine impact ACHMAI has for those agencies.

Voice Vote to postpone

Aye: 7, No: 0

Decision to remain ACHMAI members will be postponed until the next 708 Mental Health Board meeting.

**B. Allocations – Discussion and Vote**

Roundtable discussion about dollar amounts available, monies in reserve, and administrative costs annually for the St Charles 708 Mental Health Board.

Roundtable discussion about use of rubrics by individual board members. Ranges and percentages were discussed as one method for applying use of the rubric.

Discussion of individual members use of the rubric, and some big differences in usage by other board members which could affect applied use of the rubric was discussed. Roundtable discussion of scores for a sample of agencies to compare among board members to determine best methods for employing use of the rubric.

Continued roundtable discussion of individual agencies and use of rubric scoring by each board member. From this discussion agencies were grouped based on median rubric scores, into percentages to fund of amounts asked on applications.

Roundtable discussion of individual agencies, and application items observed.

Roundtable discussion about the process of use of the rubric now that allocations have been determined was raised. Roundtable discussion about amounts and percentages allocated to agencies, in relation to what was awarded last year. Point was raised about some of the agencies asking for increased amounts and whether it was related to initiatives supported in their application, or whether it was accounting for things like inflation. Note to add to rubric, to differentiate points on the rubric, for justification for larger amounts requested year over year when new initiatives are sought by an agency.

See attached spreadsheet for individual agency votes by individual board member as well as motions to approve and voice vote tally.



**Recommended allocations are subject to final approval by St Charles City Council June 17, 2019.**

Motion to approve funding to total \$591,945.55 for FY 2020 allocation as shown on spreadsheet, subject to final figures due from the City of St Charles requested by Chair Waibel

Motion by Brian Travilla, second by Barb Gacic.

Voice Vote Aye: 7 No: 0

Motion carried.

**6. Future Agenda Items**

A. Subcommittees

To be discussed at next meeting.

B. Changes to rubric

C. Letter to be sent to agencies

D. Tasks for next year and timeline for meetings

**7. Adjourn**

Motion to adjourn made by Carla Cumblad, second by Brian Travilla

Voice Vote Aye:7 No: 0

Meeting adjourned at 8:12PM

***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).