

**MINUTES**  
**ST. CHARLES 708 COMMUNITY**  
**MENTAL HEALTH BOARD**  
**THURSDAY, OCTOBER 19<sup>TH</sup>, 2017 – 5:30 P.M.**  
**DEN B, MUNICIPAL BUILDING, 2<sup>ND</sup> FLOOR**

**1. Call to Order**

The meeting was called to order by Chair Barb Gacic at 5:34 PM.

**2. Roll Call**

**Members Present:** Chair. Barb Gacic, Ron Weddell, Carolyn Waibel, Carla Cumblad, Ron Silkaitis, Michael Cohen and Brian Travilla

**Absent:** None

**Others Present:** Kimberly Abantangelo

Barb introduced recording secretary Kim Abantangelo to the board members.

- 3.** Motion by Waibel, second by Silkaitis to accept and place on file minutes of the August 23, 2017, 708 Mental Health Board Sub-Committee meeting.

**Voice Vote:** Ayes: 6; Nays: 0; Chair. Gacic did not vote as Chair. **Motion Carried**

**4. Old Business**

- a. Update of Kane County Mental Health Association Committee Meeting

**Carolyn:** There are no updates regarding the Kane county Mental Health Association Meeting. Representatives from the Kane County Mental Health Advisory Committee ( KCMHAC) were to meet with Geneva, the 7 existing township 708 boards as well as the Inc. Board.

A roundtable discussion was had regarding the KCMHAC meeting.

It was noted that there have been no meetings since their last meeting on August 23<sup>rd</sup>, and no decisions have been made. They were supposed to have met with all the different 708 boards, this is a total of 9 townships and municipalities across the southern part of the county, and that has not yet been done. Bill Beith with the KCMHAC did meet with the St. Charles 708 MHB (sub-committee meeting minutes of 8-23-17 approved at the 10-19-17 meeting) but no one has shown up at any other meetings, nor have they responded to any of the emails Carolyn has sent. There is a possibility of a meeting on Monday October 23<sup>rd</sup>, but that hasn't been confirmed.

**Barb:** Stated that Barb Jeffers with the KCMHAC has received a ruling from the county State's attorney that a quorum would be 3.

**Carolyn:** Has inquired of any movement. They do not know anything at this time. The feeling is they don't have the support of the cities. Nothing more is known. Added and acknowledged that if decisions will be made for a spring plan, it needs to be on the referendum by December of 2017. It appears unlikely it will make this time frame.

## **5. New Business**

### a. Recap of September ACMHAI Conference

**Barb:** Attended the ACMHAI Conference on September 21 & 22, 2017. The conference was combined with the Department of Public Health IPHA Conference. This combined meeting included the guest speakers for both conferences and all were quite dynamic. They will be doing this again next year as they felt it is a good fit to combine.

The training and best practices change each quarter and because it was suicide prevention month the guest speakers focused on that topic.

While at the conference Barb shared that a St. Charles student recommended putting the suicide prevention number on the back of high school student's ID's. This was the result of a previous Suicide Prevention Summit. Barb offered this information as an example of ideas shared at the ACMHAI conference and the value of this sharing of ideas across the state.

Barb also mentioned that the second day of the conference included a presentation by Terry Steczo, ACMHAI lobbyist, discussing the strategy of various legislative bills; most significant for ACMHAI members was the passage of SB 3 by Senator John Cullerton and signed by Governor Rauner.

### b. Discussion

#### **1. Consultant's Report Findings.**

Discussion was had to finalize the retreat presentation by Alicia Schatteman regarding board planning assistance.

#### **2. Sub-committee recommendations for 18/19 application.**

Barb asked Carla and Ron to discuss their recent work and meeting activity regarding updating the application and review the retreat presentation as compiled by Alicia Schatteman.

**Carla:** Ron and I met at the STC Public Library for the purpose of redeveloping the application.

There was a round table discussion regarding Ron and Carla's collaborative efforts with the Application.

**Ron W:** Discussed and recommended the addition of a mission and vision statement to the application as was mentioned in the final report from Alicia Shatteman.

**Carla:** Asked the group if they believe vision statement should be adopted. The group was

in favor of adopting the vision as read in the report.

Carla Discussed the mission statement. All were in favor of adding this with some significant discussion of a few edits to verbiage of the mission statement.

Carla Took group through what the new MHB application looks like. A round table discussion was had about specifics of each item in the new proposed application.

These three topics were specifically discussed:

- **Proposed Definitions:** Fund allocations by agencies awarded should be defined and identified. There was an extensive discussion about what should be defined and identified specifically by the agencies applying. The board discussed the proposed application per line item.
- **Title Change:** It was proposed that the title be changed to “Application for Funding” from The previous title of “Accountability Report”
- **Scoring Rubric:** The application of a scoring rubric was proposed. The rubric would be helpful when reviewing the applications, and would help to streamline funding discussions. It would reduce subjectivity of the discussions and assign numerical value in decision making. The Board acknowledged this recommendation was made by Alicia Schatteman, and after significant discussion, it was determined it would be a valuable tool to employ as a trial method for this year.

**Carolyn:** Added that while employing a scoring method is a good idea, perhaps it should be in a separate night of discussion. The general consensus is the use of a rubric should be considered.

**Carla:** Discussed how the new application really focuses on 4-5 major themes to be identified in the applications.

### **3. Approval of 18/19 agency application – N/A**

### **4. Discussion regarding requiring applications being submitted online.**

Round table discussion about applicants submitting the applications online as an editable PDF versus paper copies.

### **5. Bidders Meeting November 2, 2017**

The Bidders Meeting is set for November 2, 2017, and will begin at 5:30 pm. The bidders Portion will begin at 6:00 pm. The board members discussed whether to meet at 5:30 before the Bidders meeting which begins at 6pm on 11/2/17, or after the meeting. Board will meet at 5:30pm on 11/2. If there are any changes during the bidders meeting, the board will discuss after the meeting ends at 7pm. Application will be posted December 15, 2017.

### **6. Appoint new Subcommittee**

**Barb:** Discussed requirement of new by-laws. Weddell and Cumblad were asked to review the new by-laws to current needs of the board. Travilla and Waibel also agreed to offer assistance.

The board agreed and approved this subcommittee to rework the by-laws.

## **6. Adjournment**

Motion by Waibel, second by Silkaitis to adjourn the meeting at 7:31 PM.

**Voice Vote:** Ayes: 6 Nays: 0 Chair Gacic did not vote as Chair. **Motion Carried.**