

**MINUTES**  
**ST. CHARLES COMMUNITY 708 MENTAL HEALTH BOARD**  
**Thursday, February 19, 2015**  
**Finance Conference Room – Municipal Building**

**MEMBERS PRESENT:** Chairman Barb Gacic, Maureen Lewis, Ron Weddell, Mary Hughes,

**ABSENT:** Michael Cohen, Carla Cumblad, and Carolyn Waibel

**OTHERS:** Tina Nilles

**1. Call to Order**

Chairman Barb Gacic opened the meeting at 6:05 p.m.

**2. Approval of minutes of November 4, 2014 St. Charles Community 708 Mental Health Board.**

Motion by Lewis, second by Hughes to approve of minutes of November 4, 2014 St. Charles Community 708 Mental Health Board.

**Voice Vote:** Ayes: Unanimous; Nays: None; Absent: Cohen, Cumblad, Waibel. **Motion passed.**

**3. Discussion of Mental Health Board Funding Applications for 2015/16.**

Spreadsheets were distributed to show the breakout of clients served, dollars per hour/day, direct service hours, and proposed funding at percentage levels for each agency. These spreadsheets will help in the discussion for preparing the questions to be asked for agency presentations. Some agencies are difficult to compare to each other as some have multiple programs they offer as compared to one that may be a daycare facility. There are a couple of agencies that are unique in the services they provide and, if possible, we may want to keep them in mind when allocating funds. There was discussion on agencies that are located in neighboring towns vs. the agencies that are located within St. Charles. Agencies in St. Charles are giving fully back to the budget revenue of the City through utility fees, for example. It could very well be possible with state cuts that some agencies could consider to consolidate their services to help reduce overhead costs.

ElderDay client numbers are down and that could be due to economy and more people not working who are keeping their parents home instead of sending them to ElderDay.

Fox Valley Pregnancy has a new director and will be presenting this year. She stressed that abortion does create intense mental, long term problems. She provided three different studies in her application, but each of those studies had a minimum of 45% where the citing's were pre-2001 and a lot of things have happened in the last 15 years

that do not go back to the 1960's. I want citing's that are no less than 15 years old. I would like everyone to keep in mind that they do serve a unique need, but if next year some other organization comes in front of us that provide the same need, we would have to use the same criteria because they are servicing the exact same clientele.

**4. Discussion of top three questions to ask applicants at February 26, 2015 annual meeting.**

Round table discussion ensued to formulate agency questions. It was decided to have two standard questions for everyone and one directly pertaining to each agency. Barb took the lead in preparing some questions as a ground breaker. The two core questions that were decided to be asked of all agencies are:

- a) What do you see as need-specific to the City of St. Charles community? and
- b) How are you preparing for future State budget cutbacks?

These three questions are guidelines. If other board members have additional questions at the time, they are certainly welcome to ask them.

**5. Discussion of revisions to Accountability Funds Expended Checklist cover sheet and MHB application for FY2016/17.**

Board members are happy with the revisions that have been made to the Accountability Funds Expended Checklist cover sheet and the application is fine, as is written to date, with the minor changes that were requested from the November member. The cover sheet is really the crux of the application now. Board members felt the cover sheet made a positive impact on the applications being completed this year. **ACTION:** Tina will have copies of the cover sheet and applications at the annual meeting to be handed out to presenters that night.

**6. Additional Items.**

- Have we determined we should be changing the application so that all agencies will provide financial statements – no matter the amount they are asking for. *Tina asked Finance Director, Chris Minick, the above question and the Board can request all agencies to submit annual budget or financial statements – this includes agencies that apply by mail and don't come to present.*
- 11/4 minutes - Page 4 open point – RE: having next year's allocation numbers on the 2015/2016 application available at the 2/26/15 annual meeting. *This is not feasible as Chris was only able to give us our numbers for this year within the past two weeks; so projecting a full year out is asking too much. Please review the annual history of funding in your packets to get an idea of what might be expected.*
- 11/4/14 minutes – Page 4 open point – New Agencies vs. previous recipients and funding – allocation adjustments – *no new agencies this year – this bullet point is closed.*

- In the future – would a group meeting via the internet, i.e. Google Hangout, be allowed in the event one member is out of town but would be able to sit in on a meeting that way? **ACTION:** *Tina will check into this.*
- There had been some discussion previously to request that St. Charles 708 funding have a separate line in applicants' financial statements. *Yes, the Board wants to see St. Charles 708 funding listed as a line item and should be noted as:*

***St. Charles 708 Community Mental Health Board***

**7. Adjournment**

Motion by Weddell, second by Lewis to adjourn meeting at 8:30 p.m.

**Voice Vote:** Ayes: Unanimous; Nays: None Absent: Cohen, Cumblad, Waibel. **Motion carried.**

Respectfully submitted by Tina Nilles  
Recording Secretary