MINUTES LISLE TOWNSHIP COMMUNITY MENTAL HEALTH BOARD MEETING
Wednesday, February 26, 2025 at 6:45 p.m.
Lisle Library, 777 Front Street, Lisle - Meeting Room A
and via Google Meet: meet.goole.com/kza-pvah-cmd – PIN 307 905 956

Members Present: Yosh Yamanaka, Alexander Zubenko, Stephen Davis, John DeCanto, Audrey Burris, Gina Sharp, Joann Wright
Members Absent: Christine Carlsson, Michael McGree
Others Present: Ashley Kallas, Diane Hewitt, Donna Prepejchal, Heather Olsson, Jean Page, Lisa Rose, Mike Murray, Paula Deacon Garcia
Chair: Nozomu Yosh Yamanaka

1. Call to order – Chair Yamanaka at 6:45 p.m.
2. Pledge of Allegiance
3. Roll call – Secretary Burris

4. Discussion and Motion to allow Member McGree to join the meeting electronically.
   Member Davis moved to allow Member McGree to join the meeting electronically.
   Member Wright seconded
   Motion passed by unanimous hand vote

5. Review and **Motion** to adopt January 22, 2025
   Member Zubenko moved to adopt the January 22, 2025, minutes.
   Member Burris seconded
   Motion passed by unanimous hand vote

6. Treasurer's report – Treasurer DeCanto
   Levy revenues of $1,004,214.49, Interest income of $6,255.91 and miscellaneous Google Verification Income of $0.11 that has yet to be deducted.
   Expenses for the budget subtotal $6,019.80, the additional expenditures not subject to contingencies plus the Grant Disbursements total $590,674.46 which leaves Net Revenue of $419,796.05.

   Balance Sheet consist of the two Lisle Bank accounts and the two BMO accounts in which current balances total $419,796.05 which does balance with the Cash Flow net revenue. Under Liabilities there are grant disbursements earmarked remaining of $360,289.22. Accounts Payable for the grant portal $8,740.00 but the check has not cleared yet. Total Liabilities are $369,029.22 leaving a Net Equity of $50,766.83
   Member Wright moved to accept the Treasurer's Report
   Secretary Wright seconded
   Motion passed by unanimous hand vote

7. Public Comment **–** maximum of 3 minutes per speaker; Member Wright is timekeeper
   1) Donna Prepejchal asked for an explanation of Agenda Item 8 – lifting confidentiality on the executive session minutes
   2) Diane Hewitt, Lisle Township Supervisor, advised that Addison Township is planning to come to the township, their 708 Board has some very innovative ideas. Supervisor Hewitt recommended that the Board visit Addison Township's 708 Board. Addison's 708 Board levied $2 million dollars, hired a variety of people, and one of their focuses will be on veterans' mental

health. What is being offered is that the different townships will have the ability to pay-in to veterans' service and a person will come to the townships to provide services.
3) Mike Murray introduced therapist Heather Olson who was there to observe what mental health boards do.

8. General guidelines for our Board meetings: simplified Robert's Rules of Order
   Basically, the Board is run on a loose version of Roberts Rules and the main rule is to raise a hand before one starts to speak will eliminate crosstalk.

9. Review minutes of Exec. Session of July 2024 and possible **Motion** to lift confidentiality
   Member Davis moved to open the executive session minutes to the general public for July 2024.
   Member Zubenko seconded
   Motion passed by unanimous Roll Call Vote

10. Discussion and **Motion** to adopt the Needs Assessment for 2023 (attached)
    Member Davis moved to adopt the Needs Assessment
    Treasurer DeCanto seconded
    No vote was taken

    Member Davis amended his **Motion** to adopt the Needs Assessment with the exception of the sentence at the bottom that says the full document needs to be completed by the Board designee.
    Treasurer DeCato seconded
    Motion passed by unanimous Hand Vote

11. Discussion and vote on **Resolution 2025-01** to open checking and money market accounts at US Bank & close accounts at BMO Bank
    Treasurer DeCanto moved accept **Resolution 2025-01** to open accounts at US Bank and close accounts at BMO Bank
    Member Wright seconded
    Motion passed by unanimous voice vote

12. Discussion and **Motion** to authorize the Chair and the Treasurer to be signators for the new checking and money market accounts at US Bank
    Member Davis moved to authorize the Chair and the Treasurer to be signators for the new accounts at US Bank
    Secretary Burris seconded
    Motion passed by unanimous hand vote

13. NAMI's request for change of goals – Geri Kerger and **Motion** regarding possible changes to NAMI's contract
    Geri Kerger requested that the Board allow NAMI to modify the Certified Recovery Support Specialist (CRSS) Exam preparation because people who complete the CRSS class are not taking the exam or delaying it up to 2 years. The request is to change the exam prep format from classes to having paid experts participate in panel discussions where peers discuss the exam, how they prepared, tips for success, why they decided to take the exam, and how it benefited them.
    Member Sharp moved the approval to allow NAMI to modify their proposal instead of study classes/support groups to have expert panels discuss the exam, how they

prepared, tips for success, why they decided to take the exam, and how it benefited them instead of hiring one peer for many hours, to hire three peers for fewer hours.
Secretary Burris seconded
Motion passed by Roll Call Vote, 5 Ayes, 2 Abstentions

14. Discussion and **Motion** on how to handle the grant funds that NEDFYS is unable to **utilize due to inability to hire staff: a) request return of unused funds; b) roll-over unused funds and utilize as credit toward NEDFYS' next proposal; c) claw back unused funds and send additional funds to SamaraCare; d) other???**
    Member Zubenko moved to request a portion of the unused funds be returned Member Davis seconded
    Motion passed by unanimous Roll Call vote

15. Update to Quarterly reports, etc. – Grant Admin. Pinkey Stewart
    Grant Administrator Stewart summarized concerns that some of the agencies set goals that had not been accomplished and questioned the ability of those agencies to realistically achieve their stated goals during the funding cycle. Stewart also advised that the boilerplate contracts and Appendices A were not in sync with the requested funding in the grantee proposals.

16. Discussion and possible **Motion** to open grant applications to for-profit entities.
    Discussion focused on whether there were any limitations to funding for-profit entities that might apply for a grant. No motion was needed as for-profit entities had been funded in the past.

17. Discussion and **Motion** to adopt an explicit condition for payment on page 4 subsection 5 in our Standard Contract with Grantees.
    Chair Yamanaka read the conditions "…the **BOARD** reserves the right to delay payment of funds to the **PROVIDER** if a report is deemed ***significantly*** inadequate by the Chair and the Grant Administrator. Payment may be reduced, withheld, or forfeited for failure to comply with stipulations or if the report is still deemed ***significantly*** inadequate by the **BOARD** for thirty (30) days or more days after the report due date."
    Member Sharp moved to approve the changes to the standard contract
    Member Wrigth seconded
    Motion passed by unanimous Roll Call vote

    Discussion: Member Sharp requested consideration of a caveat be added to the disbursement schedule in the standard contract regarding hiring staff/administrative costs be more generic in language depending on the type of grant.

18. Discussion and possible **Motion** to identify and publicize grant priorities – Secretary Burris
    Secretary Burris reported that a good number of Board members responded to the survey Requesting funding preferences; the Secretary will resend the form to solicit more responses.

19. Old Business: The Board will discuss the by-laws, that were reviewed last Summer, at the next board meeting

20. New Business: Workshop for grant applicants via Zoom on February 27 @ 2:00 p.m. Shall we schedule Special Board Meeting (Weds. March 5 at Lisle Library???) to send 30-days notices of intent to postpone and possibly withhold further payments to Easterseals (Behavioral Health), Hopeful Beginnings, Kids Matter, NAMI and NEDFYS.
    Treasurer DeCanto recommended simplifying the process by requesting grantees structure their proposals to include the goals they want to satisfy in the first quarter. By allowing grantees

state goals they want to complete during the first quarter put the onus on grantees to complete the goals they stated and put more accountability on the grantees to fulfill them. Treasurer DeCanto suggested the Grant Administrator request agencies submit action plans outlining what goals they can complete in the next quarter and provide a timeline.

The vote was that our Grant Administrator contact agencies to submit action plans

21. Public Comment & Board Member Comment – Please sign up; maximum 3 minutes/speaker

22. **Motion** to adjourn 8:48 p.m.
    Secretary Burris moved to Adjourn
    Member Zubenko seconded
    Motion passed by unanimous Roll Call vote, 5 Ayes, 2 Nay

Submitted by Pinkey A. Stewart, Recording Secretary on March 5, 2025