

SPECIAL MEETING OF THE MILTON TOWNSHIP COMMUNITY MENTAL HEALTH BOARD
August 23, 2022

The special meeting of the Milton Township Community Mental Health Board was called to order by Shannon Hartnett, President of Milton Township Mental Health Board at 6:34pm, Tuesday, August 23, 2022, at Milton Township, 1492 N. Main Street, Wheaton, IL 60187.

Present were the following members:

Shannon Hartnett (President)
Kara Murphy (Secretary)
Drew Ellis
Christine Evans
Jae Kwon

Absent:

Reverend James Shannon
Stefanie Linares Hood

Call to Order – Roll Call: President Hartnett called the meeting to order at 6:34 pm.

Pledge of Allegiance: President Hartnett led the Pledge of Allegiance.

Approval of Minutes: President Hartnett asked for a motion to approve the minutes.

- July 20th minutes: Member Murphy motioned, and Member Ellis seconded the motion. Secretary Murphy completed a roll call vote. All present voted in favor.

Public Comment: None

Old Business:

Reminder: OMA training for all Board members is now available. The link for this online training has been shared with all Board members to complete. Completion certificates should be sent to Andi at Milton Township to keep on file.

New Business:

Update on Funding Application: The funding application was made live on August 3rd and will remain open until August 31st. Jennifer Hutchins reported that three applications have been completed, with an additional eleven applications in draft form. Twenty-three organizations have opened registrations within the Foundant system. Any questions posed by interested parties are being tracked.

Application Review Process: Joshua Bernard from Foundant gave an online training for Board Members using the Foundant evaluator system. He walked the group through the basic features of the website

and what each Board member will see within the system when performing evaluations. A recording of the Zoom meeting will be made available to all Board members. Board discussion acknowledged focused on interrater reliability, which presenter reassured wouldn't pose significant issue, so long as individual raters were consistent from application to application. Software also permits raters to rescore if upon review of total candidate pool their ratings changed.

Conflict of Interest Policy:

A conflict-of-interest policy will be drafted by next meeting to address any real or perceived conflict of interest by Board Members who will be reviewing funding applications. It is anticipated that the policy will be signed by all Board Members who will be able to recuse themselves from any application that may have a conflict-of-interest. Member Hood and Member Kwon reviewed the statute as it relates to Board Member conflict of interest. Policies from other 708 Boards will be consulted to create our policy.

Budget Review: Budget review was tabled until next meeting.

Discussion complete, President Hartnett asked for a motion of adjournment – Member Kwon motioned, seconded by Member Ellis. On a roll call vote, all Members voted in favor. The motion carried. Meeting was adjourned at 7:18 pm.

Printed Name of CMHB Secretary Signature Date

Printed Name of CMHB Admin. Assist. Signature Date