

SPECIAL MEETING OF THE MILTON TOWNSHIP COMMUNITY MENTAL HEALTH BOARD
September 27, 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 6:30pm, Tuesday, September 27, 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
Stefanie Linares Hood (delayed arrival)

Absent:

Reverend James Shannon
Jae Kwon

Call to Order – Roll Call: President Hartnett called the meeting to order at 6:30 pm.

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

Approval of Minutes: President Hartnett postponed approval of minutes until the October meeting.

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:

Fall 2022 Application cycle update: Twenty-one applications were received for the initial funding cycle. Board members have been assigned Evaluations within the Foundant system and have had the chance to review 2-3 applications. The conflict of interest draft policy was discussed. Draft will be presented for board vote at next meeting. Any Board members who have a conflict of interest with an applicant will recuse themselves from funding votes regarding that applicant. Board discussed and differentiated between conflict of interest and bias. Board reviewed statute and policies and practices of other local 708 CMHB as part of discussion.

Expectations, Process, and Timeline for Application Review: Board members will continue to review funding applications with the expectation that all applications will be reviewed within Foundant by subsequent board meeting to be held week of October 24th. Member Linares-Hood noted language in

the statute detailing timelines for review and feedback to applicants. Board will seek review of statute by township attorney to ensure policies are congruent with guidelines. Board members provided feedback on the scoring rubric and grant evaluation process, with positive feedback and minor recommended changes, to be incorporated by CMHB Grants Manager in this cycle or future cycles. Board discussed timing of award notification, agreement launch and return, and midyear grant reports.

Budget Review: Budget was reviewed. Board noted overall favorable to budget in revenue and expense categories.

Discussion complete, President Hartnett asked for a motion of adjournment – Member Ellis motioned, seconded by Member Linares-Hood. On a roll call vote, all Members present voted in favor. The motion carried. Meeting was adjourned at 7:39 pm.

Printed Name of CMHB Secretary

Signature

Date

Printed Name of CMHB Admin. Assist.

Signature

Date