

**MINUTES OF THE VERNON TOWNSHIP COMMUNITY MENTAL HEALTH BOARD,
FINANCE AND OPERATIONS COMMITTEE, HELD ON APRIL 18, 2023, AT 7
PM, AT THE VERNON TOWNSHIP ADMINISTRATIVE BUILDING, 3060 NORTH
MAIN STREET, BUFFALO GROVE, LAKE COUNTY, ILLINOIS.**

1. CALL TO ORDER

The meeting was called to order at 7:11 p.m. by Committee Chair Noelle Moore.

2. PLEDGE OF ALLEGIANCE

Chair Moore led everyone in the Pledge of Allegiance.

3. ROLL CALL

Roll call indicated the following were present: Chair Noelle Moore, Akrom Hossain, and Joanne Johnson.

A QUORUM WAS DECLARED.

Also in attendance was Vernon Township Manager Todd Gedville.

4. PUBLIC COMMENT

No comments from the public.

5. APPROVAL OF MINUTES

ROLL CALL VOTE:

AYES: Moore, Hossain, and Johnson.

NAYS: None.

ABSENT: None.

Motion declared carried.

6. DISCUSSION AND APPROVAL OF RECOMMENDATION TO JOIN ACHMAI

MOTION: Made by Moore and seconded by Hosain to join the Association of Community Mental Health Authorities of Illinois (ACHMAI).

Consensus was that a first-year membership to ACHMAI for \$500 was beneficial as it will provide needed information that will assist the Board in meeting statutory requirements.

ROLL CALL VOTE:

AYES: Moore, Hossain, and Johnson.
NAYS: None.
ABSENT: None.

Motion declared carried.

7. DISCUSSION OF STATUS OF LEGAL CONSEL

A letter of engagement has been signed by Vernon Township and the law firm, Bond, Dixon and Conway. Mary Dixon will be present at the Board meeting on April 20, 2023. Manager Gedville needs to discuss how the Township will interact with the law firm. Copies of the signed letter of engagement will be provided at the next Board meeting.

8. DISCUSSION OF PRIMARY CONTACT WITH LEGAL COUNSEL

It was determined that specific members of the board should be the liaisons to legal. Recommended legal contacts are the Board President and the Chair of the Programming Committee. Furthermore, legal should only be contacted at the request of Committees, the entire Board and/or Township staff.

9. DISCUSSION OF BY-LAWS

The creation of bylaws should be discussed during the Attorney's Report at the next Board meeting on April 20, 2023.

10. DISCUSSION OF IGA

An IGA between the Community Mental Health Board and Vernon Township should be discussed during the Attorney's Report at the next Board meeting on April 20 2023.

11. DISCUSSION OF UPDATE OF ENGAGEMENT WITH LAUTERBACK & AMEN

According to Lauterbach & Amen, the Community Mental Health Board would function as another "fund" of the Township. Checks would be written from a Board account. No 990 needs to be filled. Funds will need to be collateralized at some point. Collateralization fees will be minimal. Lauterbach & Amen will provide a monthly statement. A process needs to be created for the approval of bills generated by the Board.

12. DISCUSSION OF FY 2024 BUDGET UPDATES

This is a placeholder for future discussions.

13. DISCUSSION OF RFP RESPONSE TO MANAHAN LAW GROUP

The Manahan Law Group inquired as to why they were not chosen to represent the board. Staff will check responses to the law firms that were not engaged to determine if a further response is necessary.

Member Hossain requested to reopen public comment. He stated that he had received an e-mail from the village of Lincolnshire. It was an inquiry about the role of the Board. It was decided that inquiries regarding mental health should be referred to the Vernon Township staff or to place a call to 211. The e-mail will be forwarded to Barrett Monie for a response. This precipitated a discussion about educating the public regarding community mental health boards. It is recommended that the website be updated with a summary of statutorily required activities. Consensus was that the board does not have the bandwidth for social media and that it is not necessarily appropriate to engage with the general public as the Board will not be providing direct services. The committee recommends that community education be placed on the May board agenda.

14. ADJOURNMENT

MOTION: Made by Johnson and seconded by Hossain to adjourn the meeting.

VOICE VOTE TAKEN: Chair Moore declared the motion passed and the meeting was adjourned at 8:26 p.m.