

Winnebago County Community Mental Health Board Minutes

Wednesday October 7th, 2020

2:00 PM

Location: Region 1 Planning Council, 127 N Wyman Street, 1st Floor, Rockford, IL 61101

NOTICE: Consistent with State of Illinois Executive Order 2020-07 to prevent the spread of COVID-19, Committee Members are permitted to participate in this meeting by conference call.

Called by: Mary Ann Abate President

Members: Richard Kunnert Vice President, Rev. Dr. K. Edward Copeland Treasurer, Danielle Angileri Secretary, Dr. Bill Gorski, Dr Terry Giardini, Dr. Julie Morris, Tim Nabors, Linda Sandquist

Advisory Members: Wendy Larson Bennett, Jay Ware

Staff Liaison: Jason Holcomb, Region 1 Planning Council

Agenda:

A. Call to Order Wed Oct 7 at 2:02pm by Mary Ann Abate

B. Roll call

- Present: Richard Kunnert Vice President, Rev. Dr. K. Edward Copeland Treasurer, Danielle Angileri Secretary, Dr. Terry Giardini, Dr. Julie Morris, Tim Nabors, Linda Sandquist
- Advisory members present: Wendy Larson Bennet and Jay Ware
- Jason Holcomb, staff liaison, is also present along with his intern, Kristen Hayden, and Dave Kurlinkus with the Winnebago County State's Attorney's office

C. Public Comment: None

- Jason followed up with chairman to make sure that we were getting the requests. Moving forward, they asked that we changed the contact for public comment to R1 or a Board member.

D. Meeting Minutes (09/02/20, 09/11/20, 09/23/20) – Action

- Mr. Kunnert motioned to approve September 2, 2020 minutes, Rev. Dr. Copeland seconds.
- Mr. Kunnert motioned to approve September 11, 2020 minutes and Dr. Morris seconds.
- Mr. Kunnert motioned to approve September 23, 2020 minutes and Dr. Morris seconds.
- All approved.

E. Communications Calendar – Action

- The communications champions have been working alongside with Jason and a MSW intern from Erickson Institute to put together a best practice communication plan. This plan works by identifying target populations and what our messaging might look like.
- If anyone would like to see the full framework, email Mr. Holcomb.
- The group created a 6 month work plan beginning in October. Calendar attached. For example- important dates such as Mental Illness Awareness Week and our board meetings with a release prior to the meeting.
- The group recommends that we create a Facebook page. On our Facebook, we can update the public and offer them the opportunity to ask questions of the board.

- Multiple social media platforms should be considered to reach different generations, i.e. Instagram and Twitter. There is also money in the budget for an email platform for updating specific stakeholders.
- Dr. Giardini suggested we promote our board members with Public Service Announcements to engage the community at large in 80 words or less through the news stations after the elections, around November 16. Examples of branding statements: Mental Health Moment or Making the 815 Mentally Fit. We could use all three stations if we kept the recordings without on-air talent.
- Media request procedure will be developed. Mrs. Sandquist will send United Way's template to Mr. Holcomb.
- A motion to accept the communication plan as presented (the calendar can be added to) was made by Mr. Nabors. Mr. Kunnert seconds. All approved.

F. Service Agreement – Action

- Mr. Holcomb updated the necessary areas to move forward. The large changes are the dates of service, the scope of the work plan, added an option for paid intern support (\$12/hr). The billing will never exceed \$13,600 a month. This will not increase our budget. A discussion about an intern was had. Mrs. Abate and Rev. Dr. Copeland will have to sign to extend.
- A motion to approve the extended agreement with the changes recommended was made by Rev. Dr. Copeland with a second motion by Dr. Morris. All approved.

G. Mission/Vision/Values/Principles Statements – Action

- Additions:
 - 'Substance abuse' services to Vision statement
 - 'Disability' and 'substance use' to Awareness Value statement
 - 'Cultural humility' to Diversity Value statement
 - Accessibility as a Value Statement; will add 'age' to the statement
 - 'Fund' and 'disability' to Equity Principle
 - Mr. Holcomb will go back and ensure that each demographic section spells out age and sexual orientation as well.
 - We will also recreate the Wellness Value statement
- A motion was made by Mr. Kunnert to approve the mission, values, vision and principles with the category of Wellness being rewritten by our discussion that is to be amended at next meeting. Mrs. Sandquist made the second motion. All approved.

H. Purchasing Procedure – Discussion

- There were items needed immediately, so R1 has authority to make small purchases if they were acceptable. The amounts that were approved were for YouTube livestream and Adobe.
- Copeland and Gorski are creating policies for purchasing in the future and working with the county board.
- No purchase shall be made outside our budget constraints.

I. Liability Insurance - Discussion

- Jason and Mary Ann filled out a questionnaire and sent a copy of the budget for insurance bid. Expected by the end of next week.

J. Environmental Scan Results and County Board Presentation – Discussion

- Will present on August-October work, the mission/vision/values/principles, the CSS Model, environmental scan results, and work plan.
- 123 Total organizations contacted, 44 completed full survey, 8 partially completed, 2 have new services
- Response rate: 44.63%
- 81.48% response completion
- Total completion rate: 36.36%
- Results of Treatment, Crisis Services, and Case Management results

L. Other matters

- Press release for today's board meeting: Attached.

M. Adjournment

- Dick moves to adjourn, Angileri seconds. All approved. Ajournd at 3:39pm by Mary Ann Abate

November 4 next meeting at 2:00pm