



Winnebago County Community Mental Health Board Minutes

Date: Wednesday, August 7th, 2024

Time: 2:00 PM CST

Location: Region 1 Planning Council, 127 N Wyman Street, Rockford, IL 61101 or virtual at [Winnebago County Community Mental Health Board YouTube Page](#)

Called by: Mary Ann Abate: President

Members: Richard Kunnert: *Vice President*, Dr. Bill Gorski: *Secretary*, Dr. Terry Giardini: *Treasurer*, Andrell Bragg-Shaw, Rev. Dr. K. Edward Copeland, Margie Lindmark, Tim Nabors, Jeff Nielsen, Mohammad Yunus

Director: Jason Holcomb, Region 1 Planning Council

Agenda:

A. Call to Order: President Mary Ann Abate called the meeting to order at 2:00 PM

B. Roll Call

- Mary Ann Abate: Present
- Andrell Bragg-Shaw: Present
- Dr. K. Edward Copeland: Absent
- Dr. Terry Giardini: Present
- Dr. Bill Gorski: Present
- Richard Kunnert: Present
- Margie Lindmark: Present
- Tim Nabors: Present
- Jeff Nielsen: Present
- Mohammad Yunus: Absent at roll call arrived at 2:03 PM
- Jason Holcomb: Present
- Guests:
 - Region 1 Planning Council: Chelsey Glatz, Marc Hooks
 - Zukowski, Rogers, Flood & McArdle Law (ZRFM Law): Brandy S. Quance
 - Civilian: Merry Klemm
 - Rosecrance: Sadie Cabio
 - UICOMR: Carol Schuster



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New Board Member Introductions

1. Andrell Bragg-Shaw

- i. Notes: Ms. Bragg-Shaw introduced herself. She is a licensed professional counselor at Counseling Associates of Rockford, a private practice. She has worked in social services in some form throughout her adult life.

2. Jeff Nielsen

- i. Notes: Mr. Nielsen introduced himself. He served for many years on the Janet Wattles and, after the merger, the Rosecrance Board. He has 34 years of experience in law enforcement, and his last position was Chief of the Rockford Police Department.

C. Public Comment

1. Merry Klemm

- i. Notes: Mrs. Klemm shared her frustration over the lack of adult mental health care services available in the area, specifically surrounding the treatment of autism in the 23+-year-old population, as few organizations extend services to adults beyond 22 years old. She referenced an adult family member with autism to explain how difficult it is to find providers for him due to his age. Mrs. Klemm explained she wanted the Board to know that Winnebago County residents are experiencing this barrier.

D. Presentations

1. None

E. Monthly Activity Report - July 2024

- 1. Jason Holcomb, WCCMHB Director, gave the July 2024 Activity Report.
 - i. Notes: Holcomb expressed that his summary of the Activity Report would be brief; later in the discussion, part of the agenda will cover the Accelerator Program and Communications updates. He stated that the Core Program Grants contracts, 38 programs had fully executed contracts for Program Year 4, and some went to Program Year 6, resulting in 38 programs as some were merged into one program. All have been agreed upon, entered, and are moving forward.



F. Action Items

1. July 2024 Meeting Minutes

Motion: To approve the July 2024 Meeting Minutes.

- i. Raised by: Mr. Yunus
- ii. Seconded by: Mr. Kunnert
- iii. Discussion: None
 - i. Motion **approved** by a unanimous vote of all Board Members present
 - ii. Absent Board Members: Dr. Copeland
 - iii. Abstained Board Member: Mr. Nielsen

2. PY4-6 Special Conditions Met

Mr. Holcomb explained that the Special Condition for the Rockford Boys and Girls Club's social-emotional skill building program were required to develop or adopt a tool that allowed for further screening youth that fell within the target population. They have identified the tool, "Hello Knight," and included a technical report.

Motion: To approve the PY4-6 Special Conditions Met.

- i. Raised by: Mr. Kunnert
- ii. Seconded by: Mr. Nabors
- iii. Discussion: None
 - i. Motion **approved** by a unanimous vote of all Board Members present.
 - ii. Absent Board Members: Dr. Copeland



3. Resolution 2024-X(1): Resolution Authorizing Funded Programs' Budget Updates for Program Years 4-6

Mr. Holcomb stated that the resolution reflects the RAMP program budget's decision to shift from marketing contractors to in-house staff.

Motion: For approval of Authorized Program Budget Updates for Program Years 4-6.

- i. Raised by: Dr. Giardini
- ii. Seconded by: Mr. Kunnert
- iii. Discussion: None
 - i. Motion **approved** by a roll call vote
 - Andrell Bragg-Shaw: Abstain
 - Dr. K. Edward Copeland: Absent
 - Dr. Terry Giardini: Aye
 - Dr. Bill Gorski: Aye
 - Richard Kunnert: Aye
 - Margie Lindmark: Aye
 - Tim Nabors: Aye
 - Jeff Nielsen: Aye
 - Mohammad Yunus: Aye
 - Mary Ann Abate: Aye



4. Resolution 2024-X(2): Resolution Authorizing Funded Programs’ Work Plan Update for Accelerator Award

Mr. Holcomb said that the University of Illinois College of Medicine at Rockford SWOT (Social Work Opportunity Tracks) program has requested to amend its 2-year timeline to a 2.5-year timeline because participating students needed additional support before graduation. The resolution was drafted so that, if approved, the work plan and funding agreement would be entered into for an additional six months.

Motion: To approve Resolution 2024-X(2).

- i. Raised by: Mr. Kunnert
- ii. Seconded by: Dr. Giardini
- iii. Discussion: The Board about the extension's purpose and if any other potential delays could happen. The representative Carol Schuster from the UICCOMR answered. The Board asked Mr. Holcomb how this change would affect the program’s budget and place in the application cycle, which Mr. Holcomb answered it would align near the end of Program Year 6.
 - i. Motion **approved** by a roll call vote
 - Andrell Bragg-Shaw: Abstain
 - Dr. K. Edward Copeland: Absent
 - Dr. Terry Giardini: Aye
 - Dr. Bill Gorski: Aye
 - Richard Kunnert: Aye
 - Margie Lindmark: Aye
 - Tim Nabors: Aye
 - Jeff Nielsen: Aye
 - Mohammad Yunus: Aye
 - Mary Ann Abate: Aye



5. Resolution 2024-X(3): Resolution Authorizing the Winnebago County Community Mental Health Board Accelerator Awards Preliminary Review Determinations for Applications Received

Mr. Holcomb explained that the preliminary decisions are a screening layer to see what should go the Board as a full review or what should not based on not meeting criteria that, it is not something for one-time funding that will add value in perpetuity, if it is not aligned with the Strategic Plan, it's not serving the the target population as the Board has defined. This is not a funding decision directly but what should go to a full review. Mrs. Abate read the Resolution.

Motion: To approve Resolution 2024-X(3).

- i. Raised by: Mr. Kunnert
- ii. Seconded by: Mr. Nabors
- iii. Discussion: Mr. Holcomb clarified that this is a new program from the Regional Office of Education 4's (ROE4) and would be for a social-emotional learning specialist. They have State funding that was awarded that is they have local funding for one year then those positions get carried over and have State funding. The review process steps were delineated by Mr. Holcomb. The Board had questions relating to the other Regional Office of Education's application that was awarded and Mr. Holcomb assured there will be follow up and the ROE4 staff could provide additional clarity.
 - i. Motion **approved** by a unanimous vote of all Board Members present
 - ii. Absent Board Members: Dr. Copeland



6. Updates to By-Laws

Mr. Holcomb summarized by-law updates and stated that legal counsel was available to discuss further. Legal counsel, Brandy Quance, drafted the changes to the By-Laws and Policies and Procedures to maintain compliance with any state statutes. There were many changes to the Community Mental Health Act and Open Meetings Act that warranted an actual update to the By-Laws and Policies and Procedures to get the Board up to date and maintain compliance with the State Statutes.

Motion: To approve Updating the By-Laws.

- i. Raised by: Dr. Giardini
- ii. Seconded by: Mr. Yunus
- iii. Discussion: The Board inquired about Illinois law updates, which legal counsel answered and a few of the changes were explained in further detail.
 - i. Motion **approved** by a unanimous vote of all Board Members present.
 - ii. Absent Board Members: Dr. Copeland

7. Resolution 2024-X(4): A Resolution Amending the Rules for Meeting Attendance for the Winnebago County Community Mental Health Board, Illinois

Motion: To approve Resolution 2024-X(4).

- i. Raised by: Dr. Giardini
- ii. Seconded by: Mr. Nielsen
- iii. Discussion: The Board asked if it was an exception regarding unexpected childcare obligations and Ms. Quance confirmed and explained it was a change to the Open Meetings Act by the Governor following covid.
 - i. Motion **approved** by a unanimous vote of all Board Members present.
 - ii. Absent Board Members: Dr. Copeland



8. Resolution 2024-X(5): A Resolution Deleting a Policy on Advisors for the Winnebago County Community Mental Health Board, Illinois

Mrs. Abate explained that the Board use to have advisors and it was advised by Legal to not have regular advisors. Ms. Quance explained the updates regarding having advisors. Mr. Holcomb provided a summary of law updates.

Motion: To approve Resolution 2024-X(5).

- i. Raised by: Mr. Kunnert
- ii. Seconded by: Dr. Giardini
- iii. Discussion: None
 - i. Motion **approved** by a unanimous vote of all Board Members present.
 - ii. Absent Board Members: Dr. Copeland

9. Resolution 2024-X(6): A Resolution Adopting a Policy for Accepting and Reviewing Applications and Making a Recommendation to the Appointing Authority for the Winnebago County Community Mental Health Board, Illinois

Motion: To approve Resolution 2024-X(6).

- i. Raised by: Mr. Kunnert
- ii. Seconded by: Dr. Giardini
- iii. Discussion: The Board discussed the changes and that it is a recommendation to the appointing authorities.
 - i. Motion **approved** by a unanimous vote of all Board Members present.
 - ii. Absent Board Members: Dr. Copeland

10. Resolution 2024-X(7): A Resolution Establishing and Recording Rules for Public Comment for the Winnebago County Community Mental Health Board, Illinois

Motion: To approve Resolution 2024-X(7).

- i. Raised by: Dr. Giardini
- ii. Seconded by: Mr. Nielsen
- iii. Discussion: none
 - i. Motion **approved** by a unanimous vote of all Board Members present.
 - ii. Absent Board Members: Dr. Copeland



G. Discussion Items

1. PY24 Impact Videos Update

- i. Notes: Mr. Holcomb provided the background of the process over the past couple of years. How do we get the information about what the programs are doing out there. An ad hoc Communication Workign Group was started that communications professionals from some if the funded programs volunteered to praticipate. Miss Glatz leads that and they meet in every 2 months. They helped establish the communication requirements that went into place, working with CorkTree Creative on the Communications Toolkit that is now updated for the new program year information. The result of this work is the 35 Impact Vidoes that are posted on the YouTube Channel. One of videos was viewed. Programs have been posting these on social media, newsletters, and even watching at staff meetings.

2. Accelerator Award Program Update

- i. Notes: Mr. Hooks gave a presentation on the Accelerator Awards. He covered the ten awards so far. There was a breakdown of spending per catigor and timeline of spending the awards. He explained how the money will be distributed to the programs. The proposed idea of a deadline was proposed to have a sense of urgency. Mr. Holcomb asked the Board to consider whether or not a hard deadline should be enacted for the Accelerator Awards. There have been 38 letter of intrest that have been filed for Accelerator applications. The Board inquired how the community became aware of available funding and queried about current press relations. Mr. Holcomb outlined methods of outreach and promotion.

H. Other Matters

1. New Board Members

- i. Notes: Dr. Giardini welcomed the new Board Members.

I. Adjournment

1. **Motion:** For Adjournment was carried. Adjourned at 3:11 PM

- i. Raised by: Mr. Kunnert
- ii. Seconded by: Dr. Giardini
 - i. Motion **approved** by a unanimous vote of all Board Members present.
 - ii. Absent Board Members: Dr. K. Edward Copeland