



# WCCMHB

Winnebago County  
Community Mental  
Health Board

## Winnebago County Community Mental Health Board Minutes

**Date:** Wednesday, September 7<sup>th</sup>, 2022

**Time:** 2:00 PM CST

**Location:** Region 1 Planning Council, 127 N Wyman Street, 2<sup>nd</sup> Floor, 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, Wendy Larson-Bennett: Treasurer, Rev. Dr. K. Edward Copeland, Dr. Terry Giardini, Tim Nabors, Linda Sandquist

**Director:** Jason Holcomb, Region 1 Planning Council

### Agenda:

**A. Call to Order:** Vice President Richard Kunnert called the meeting to order at 2:00 PM

### B. Roll Call

- Mary Ann Abate: Absent
- Dr. K. Edward Copeland: Present
- Dr. Terry Giardini: Present
- Dr. Bill Gorski: Present
- Richard Kunnert: Present
- Wendy Larson-Bennett: Present
- Tim Nabors: Absent at roll call, Arrived at 2:01 PM
- Linda Sandquist: Present
- Jason Holcomb: Present
- Guests:
  - Chelsey Glatz, & Ariel Thompson: Region 1 Planning Council
  - Brandy S. Quance: Zukowski, Rogers, Flood & McArdle (Video)
  - Candy O'Brian: Stepping Stones (Video)



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**C. Public Comment**

1. No Public Comment

**D. Presentations**

1. No Presentation

**E. Monthly Activity Report – August 2022**

1. Jason Holcomb, WCCMHB Director, gave the August 2022 Activity Report.
  - i. Notes: Staff attended the ACMHAI Membership and Business Meeting and got updated on a number of State Issues. One was the CESSA Regional Task Forces that will dictate the types of coordination that are going to be needed between 911 systems with police, law enforcement, and programs like Co-Responders and Mobile Integrated Health to function within the new regulations that go into effect on January 1<sup>st</sup>. These Regional Tasks Forces are put in place to help implement strategies within local regions that are both compliant with the law and meet the needs of the communities. Through the President of ACMHAI, the state indicated that they would be putting Mental Health Board representatives on each of the Regional Task Forces. ACMHAI directly advocated for this representation. Jason did apply for the Regional Task Force, but we will see who gets appointed. The staff is working on finalizing contracts with the funded agencies. There is an update later in the meeting for one of the programs, and there should only be one outstanding contract left.

**F. Action Items**

**1. August 2022 Meeting Minutes**

Motion: To approve the August 2022 Meeting Minutes.

- i. Raised by: Dr. Gorski
- ii. Seconded by: Mr. Nabors
- iii. Discussion: None
  - a. Motion **approved** by a unanimous vote of all Board Members present.
  - b. Absent Board Members: Mary Ann Abate



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**2. Resolution No. 2022-X: Resolution Authorizing Funded Programs' Budget Updates for Program Year 2022-2023**

Motion: To approve the Resolution with the sentence "Revenue was also increased to match the updated total revenue estimated" removed from the Stepping Stones portion.

- i. Raised by: Dr. Giardini
- ii. Seconded by: Ms. Sandquist
- iii. Discussion: Mr. Holcomb went through the overview of the changes and why they required budget updates. Remedies Renewing Lives had two different funded programs, and both of them required budget amendments dictated as Special Conditions by the Mental Health Board. Stepping Stones is asking for a during Program Year budget amendment. Candy O'Brian of Stepping Stones went through the line items and explained the changes. Board Members asked questions for clarification. A sentence in the Stepping Stones portion, "Revenue was also increased to match the updated total revenue estimated," was brought up for review. It was confirmed by Ms. O'Brian that there was no increase in revenue.
  - a. Motion **approved** by a roll call vote.
    - Mary Ann Abate: Absent
    - Dr. K. Edward Copeland: Aye
    - Dr. Terry Giardini: Aye
    - Dr. Bill Gorski: Aye
    - Wendy Larson-Bennett: Aye
    - Tim Nabors: Aye
    - Linda Sandquist: Aye
    - Richard Kunnert: Aye



## **G. Discussion Items**

### **1. MIH Program Update**

- i. Notes: Mr. Holcomb, the outstanding work plan of the Mobile Integrated Health behavioral health expansion program. The hours of operation is the part this is still being discussed to try to reach an agreement on or understand to ensure that what we're funding allows for the maximum hours of coverage as possible. The funded program offered a tour of the 911 Facility and to have a Special Open Board Meeting. The staff could give the Board a presentation and questions and answers to come to a place of comfort on the hours of operation and maybe understand the vision of what it is currently and what it intends to be over time. Numerous Board Members discussed the option and considerations. Mr. Nabors suggested having small groups instead and then asking the program to present at the next meeting. Having an open meeting would probably interrupt the flow of the 911 calls. Ms. Larson-Bennett wanted to ask about the center and CESSA. Mr Holcomb will ask the program what other alternative options exist, such as a tour day, and communicate that back.

### **2. Three Year Strategic Plan Update**

- i. Notes: Mr. Holcomb reminded the Board that this is the year that we have to update our Three Year Strategic Plan. There will be an opportunity for Board Members to participate in that planning process and to really shape this. We will have a Work Plan in October that we can present to the Board for what we believe the methodology and process for the strategic planning will look like. Mr. Holcomb outlined a few plans, and Board Members asked questions



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## H. Other Matters

### 1. Appeals Process

- i. Notes: Mr. Nabors brought up that the County Board knows we don't have an appeal process and wants to know if we are interested in developing one.
- ii. Mr. Nabors wants to pose to the Mental Health Board the idea of developing one, or if it's not a good idea, have some points on why it's not a good idea so that he could present this to the County Board.
- iii. Board Members discussed the idea of the appeal process.
- iv. Ms. Larson-Bennett brought up that we make grants based on available resources, so if we have an appeal process that essentially stops all funding for approved projects because granting another project would upset our planning process.
- v. Ms. Quance presented that an appeal process for an application wouldn't legally be required: "If you award all of the money at one time, then there's an appeal; whose money are you taking away in case they win their appeal? It would impact the timeline and process of the Grant."
- vi. Dr. Gorski asked about if other Mental Health Boards have an appeal process for Ms. Quance. She was not aware of any during the application stage.
- vii. Dr. Gorski asked Mr. Holcomb in the process of application if there is some feedback back to the applicant. Mr. Holcomb states that we provide a summary document to each agency that basically shows a summary of the Board Member comments, not verbatim, but the summarization of what the feedback was, and then it gives them their score. There's a decision rationale at the end that get to the gist of why it wasn't awarded. The staff offers technical assistance throughout the grant application period in addition to a Grant Seekers Meeting and question and answer sessions so that grantees can come in and ask questions while they are filing their grants. The staff is not shaping their program for them but giving them the context about the meaning of the elements of the Strategic Plan in addition to working through technical issues.
- viii. Dr. Copeland raised the point that the funding cycle is yearly, and after the program gets feedback, they can apply in the next funding cycle.
- ix. Mr. Nabors asked if there is a way for applicants that they could get feedback to adjust the programming to increase their ability to get funded before it is rejected.
- x. Mr. Holcomb suggested that the funding process might not look the same in year three as it did in year one and two since a larger portion of the budget will be allocated to renewal programs. One possibility would be to update the Notice of Funding Opportunity to focus new programs on specific gaps in services needs from the strategic plan that have not been addressed by current funded programs.
- xi. The Board reached consensus against developing an appeals process because there are clear funding priorities, opportunities for applicants leading up to the deadline, feedback given to denials, and the funding cycle is yearly. Having an appeal process would hold up the funds for the awarded programs.



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## 2. Promotion and Awareness for Mental Health

- i. Notes: Communications Working Group is under development. There are agencies that have dedicated marketing communications departments, and so we've asked them to understand the importance of this work and the Community Support System model. That layer outside of the wrapping around everything is "mental health promotion and awareness." And so, on a volunteer basis, with developing toolkits and coordinating efforts of how to get the word out about all the funded programs, as awareness and promotion of how the Half-Cent Sales Tax is impacting the funded programs that are currently developed.

## 3. Holiday PSA

- i. Notes: Dr. Giardini would like to do PSA for the holidays.

## I. Adjournment

1. Motion: For Adjournment was carried. Adjourned at 3:06 PM
  - i. Raised by: Ms. Larson-Bennett
  - ii. Seconded by: Dr. Gorski
    - a. Motion **approved** by a unanimous vote of all Board Members present.
    - b. Absent Board Members: Mary Ann Abate