Community Mental Health Board of Oak Park Township
Meeting Minutes
July 21, 2026, 7:00 pm

CALL TO ORDER
President Ann Schreiner called the meeting to order at 7:00 P.M.

ROLL CALL

Present:	Richard Carroll☒	Liz Raleigh ☐
	Trustee Eric Davis ☒	Jaimee Reggio ☐
	Brian Humphrey ☒	Nancy Staples ☒
	Janet Graf ☒	Ann Schreiner ☒
	Bruce McNulty ☒	

Staff Present: Cheryl Potts, Executive Director
Laura Brookes, Associate Director of Contracts & Partnerships
Melissa Lobring, Office Administrator

Also Present: N/A

AGENDA APPROVAL
Motion: Nancy Staples moved to approve the agenda as presented and Richard Carroll seconded.
Vote: A voice vote was taken and the motion was approved unanimously.

PUBLIC COMMENTS
None

CONSENT AGENDA APPROVAL
Motion: Bruce McNulty moved to approve the consent agenda as presented and Nancy Staples seconded.
Vote: A voice vote was taken and the motion was approved unanimously.

DISCUSSION ITEMS
None

ACTION ITEMS
Bylaws Revision – Term Limits
The Board reviewed proposed revisions to board member terms in the CMHB Bylaws: "Board members may serve no more than three consecutive terms. If a Board member is appointed mid-term to replace an outgoing Board member, service of the partial year shall not count toward the consecutive term limit and instead will begin the January 1st after the appointment. Upon completion of three consecutive full terms, a board member must step down and remain off the Board for a mandatory hiatus of at least one year. Following this absence, the individual is eligible to apply and be considered for re-election to the Board." Such changes will include a grandfather clause that allows existing Board Members to continue for one additional term past

their current term, regardless of how long the person has served on the Board. Richard Carroll recommended amending the proposed language from "re-election" to "re-appointment."
Motion: Nancy Staples moved that CMHB approve the change to the Bylaws as amended and Bruce McNulty seconded.
Vote: A voice vote was taken and the motion was approved unanimously.
Discussion: Ann Schreiner thanked the Board for their open discussion regarding term limits at the last meeting. Richard corrected the language from "election" to "appointment" since CMHB members are not elected officials.

Foundant Contract Renewal

Cheryl reviewed the new 2-year Foundant contract renewal, which would start in September 2026. Foundant is CMHB's primary grant application system and is also utilized by grantees for 6-month/year-end reporting as well as accessing historical grant records. The new contract amount totals $6,525 per year, which is approximately a $750 increase over the previous contract.
Motion: Janet Graf moved that CMHB approve the two-year Foundant contract for the period beginning September 19, 2026 at the cost of $6,525 per year and Nancy Staples seconded.
Vote: The motion was approved with a roll call on the vote as follows:

Ayes: 8 - Richard Carroll, Eric Davis, Brian Humphrey, Janet Graf, Bruce McNulty, Ann Schreiner, Nancy Staples
Nays: 0

Discussion: Cheryl noted that new mental health boards throughout the state have been doing thorough research of existing grant systems to adopt. Many have shared through the association meetings that they are ultimately choosing Foundant due to its user friendly platform and excellent technical support. The Board agreed that it made sense to renew the contract, especially given that agencies are familiar with and already trained on using the Foundant system.

Proposal to Fund Person-Centered Planning for I/DD Families

In an effort to assist caregivers as they navigate various transition points of individuals living with I/DD as well as prepare for different life stages, Cheryl presented a proposal to conduct person-centered planning for Oak Park families. Person-Centered Planning (PCP) is an ongoing planning process designed to help an individual with intellectual or developmental disabilities (I/DD) create a roadmap for their future. It shifts the focus away from a traditional deficit model and service-driven system, prioritizing instead the person's unique strengths, life goals, and preferences for community living. Developed by a team of the family's choosing (which can include family, friends, case managers, and medical professionals), PCP maps out actionable steps to help achieve a desired lifestyle. It builds a support system *around* the person's unique strengths, choices, and vision for their life. This approach is significant because approximately 80% of families receive home-based waiver services as opposed to structured Community Integrated Living Arrangements (CILA). What this means in practice is that families lose the

structure of services once their child graduates from high school. PCP helps to identify the structures and services needed to achieve the hopes and dreams of the child into adulthood. The proposed pilot would hire a consultant (Nancy Brown) to 1) provide three education sessions on person-centered planning tailored to families at different transition points for their family member with and I/DD ($350/session), and 2) provide in-person facilitation of individualized person-centered planning for five families ($600/session).

Motion: Richard Carroll moved that CMHB approve funding for Nancy Brown in the amount of $4,500 to conduct person-centered planning for Oak Park families with a member who lives with an I/DD and Eric Davis seconded.

Vote: The motion was approved with a roll call on the vote as follows:

Ayes: 8 - Richard Carroll, Eric Davis, Brian Humphrey, Janet Graf, Bruce McNulty, Ann Schreiner, Nancy Staples

Nays: 0

Discussion: Richard Carroll asked who would be overseeing the program, and Cheryl clarified it would be CMHB, not a funded agency. Brian Humphrey inquired how eligibility would be determined, and the Board discussed that eligible families would need to be Oak Park residents who are parents/caregivers of a person with an I/DD. Richard further inquired how to best evaluate the program; Cheryl explained that families would complete a survey at 6 and 12 months to assess progress, additional needs, and any new services being received. Focus groups were also suggested as a means to gather more input from families. The Board agreed that this pilot program is in line with CMHB's strategic plan and mission to identify community needs and possible solutions.

I**NFORMATION**

- **Executive Director's Report (Potts)**
  - Cheryl gave an update on the Village of Oak Park's Alternative Calls for Service Program. A presentation at the 6/16 Village meeting gave updated plans which were more in line with the Alternative Calls Taskforce recommendations. It is anticipated that Thrive will be able to dispatch on their own for mental health calls beginning in January 2027; co-response with police is needed until then. The ECHO program is continuing with current funding as more data is collected. Cheryl was asked to comment at the 6/16 meeting and expressed optimism at the direction of the plan.
  - Reminder that CMHB does not have a regular August meeting.
  - Plans continue for the Suicide Awareness Summit on 9/25. There are new sponsors and speakers lined up, including a keynote first responder speaker on post-traumatic growth. It is anticipated to be a larger event than last year. Cheryl will send out the link for registration to the Board.
  - The Way Back Rebuilders Dinner is scheduled for 8/28. Nancy is attending and there is an additional ticket available for any board member interested.

- **President's Report (Schreiner)**
  - Ann congratulated Cheryl on her recent Equity Partner Award from Rush Hospital.

- **Township Report (Davis)**
  Trustee Davis shared updates from the last Oak Park Township Trustee meeting on 6/23:
  - Approval of the FY27 budget ordinance
  - IGA with the Village for staff parking during Oak Park Ave. street construction project
  - IGA with Youth Engagement Program
  - Five employees were honored at an employee recognition event for 20-30 years of service at the Township.

ADJOURN
Motion: Bruce McNulty moved that CMHB adjourn the meeting and Nancy Staples seconded.
Vote: A voice vote was taken and the motion was approved.
The meeting was adjourned at 7:53 P.M.

Respectfully Submitted,

Ann Schreiner, President