

**Community Mental Health Board of Oak Park Township**  
**June 21, 2022, 7:00 pm**

**Present:** Nancy Staples  
Richard Carroll  
Bruce McNulty

Liz Raleigh  
Janet Graf  
Ann Schreiner

**Absent:** Margie Trybus, Jaimee Reggio, Gustavo Espinosa

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

**Also Present:** None

**CALL TO ORDER:** President Nancy Staples called the meeting to order at 7:00 P.M.

**AGENDA APPROVAL:**

**Motion:** The CMHB approve the agenda.

**Moved:** Bruce McNulty

**Second:** Liz Raleigh

**Discussion:** None

**Vote:** The motion was carried.

**PUBLIC COMMENTS:** None

**CONSENT AGENDA APPROVAL:**

**Motion:** The CMHB approve the consent agenda as presented.

**Moved:** Janet Graf

**Second:** Richard Carroll

**Discussion:** Cheryl noted that YTD financials will be provided next month; due to turnover within the company the Township contracts with to do their financials, only paid bills were provided this month.

**Vote:** The motion was carried.

**ACTION ITEMS:**

None at this time.

**DISCUSSION ITEMS:**

**Funding Guidelines Revision Review**

Cheryl reviewed proposed changes to the CMHB Funding Guidelines as recommended by the subcommittee. Overall, Cheryl reordered the flow of content and made some formatting changes. Some language updates under requirements were made, and grant and fee-for-service descriptions were updated. The biggest changes surrounded updating the outcomes and evaluations section. In order to provide more standardization and meaningful

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outcomes, Cheryl proposed adopting the SAMHSA National Outcomes Measures (NOMS); funded agencies would be required to choose two measures from Domains 1-7 and complete all of Domains 8-10. The Board discussed that while agencies initially may need some additional assistance switching to this reporting system, they are likely already gathering some of this data, and the Board agreed that more standardization would help better assess program impacts. Cheryl will work on a final draft of the Funding Guidelines for the Board to vote on in July.

**I/DD Annual Work Plan Recommendations**

Laura and Janet shared that the recent I/DD Consortium meeting was very productive, and a work plan quickly grew out of the group's discussion. The biggest challenges identified at the meeting were staff shortages and a need for more employment opportunities for people living with an I/DD. Goals of the work plan include continuing to provide space for networking/communication, hosting parent nights at OPRF, promoting employment for people with disabilities (perhaps through an RFP), and coming up with workforce development strategies (such as promoting at colleges and high schools). Laura and Janet talked about keeping the momentum of the Consortium going after its hiatus during Covid; the next meeting is scheduled for September.

**50<sup>th</sup> Anniversary Planning**

Cheryl shared ideas to celebrate CMHB's 50<sup>th</sup> anniversary in May 2023—possibly hosting an event, creating a video capturing former leaders and individual stories, and/or a marketing campaign. The Board agreed that these options would be great ways to recognize the work of agencies that CMHB funds and also raise awareness of CMHB. Board members suggested gathering historical data on the total number of individuals served from agencies as well as testimonials. Cheryl will research finding a videographer for this project and speak with Jan Arnold about the possibility of a kickoff event at the new CRC.

**D200/Rosecrance Partnership**

Cheryl reviewed a report from D200 indicating that their partnership with Rosecrance has been successful in engaging students at risk for substance misuse. The D200 report summarized activities of the program over the past year. The program plans continue and will apply for funding for the next school year. The Board discussed this partnership being good cost-sharing and a good investment of CMHB dollars.

**Health Connection HUB and 211 Update**

Cheryl reported on her follow up with Findhelp on some of the Board's previous requests. There is not a way to gather feedback from anonymous users on the site at this time. The plan is to continue business as usual with the HUB and not make any big decisions for next year as we monitor the 211 roll out.

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**INFORMATION:**

- **Executive Director's Report**

- Cheryl reviewed the May Executive Director's Strategic Plan and Operational Goals Report.
- The Township and CMHB will be scheduling a photographer to take staff and Board Member headshots for the new website. Cheryl will send out a poll to coordinate a picture date for those who are interested.
- Cheryl recently met with Oak-Leyden to discuss their campaign to hire a mental health clinician. The decision to use Go Fund Me instead of funding through more traditional means (i.e. foundations or CMHB) is due to the fact that Oak-Leyden is attempting to increase its individual donor base. In addition, it is an attempt to get an immediate influx of dollars to support an LCSW position as the agency already has a person willing to accept the position.
- Cheryl, Laura, and Janet recently visited NAMI's La Grange Living Room for a tour and to learn more about the program. Data from the program show that Living Rooms have helped stabilize individuals and connect them to ongoing serves, often serving as diversion from hospitals and police departments. NAMI plans to open a Youth Living Room in Brookfield, which would be the first in country, and discussed challenges surrounding that. Cheryl will be organizing a meeting with Rush Hospital, Community Memorial Foundation, NAMI, the new Village supervisor, and the police department to discuss pursuing the opening of a Living Room in Oak Park.
- Cheryl met with Carrie Kamm last week, and D97 has agreed to partially fund the Mindful Middle Schoolers program and is committing \$95,000 for the upcoming school year. It is hoped that some CMHB funds can be shifted to away from program support and towards evaluation.
- RFP applications for FY23 are due June 24<sup>th</sup>. Cheryl will be reaching out to subcommittee volunteers to review.
- CMHB continues participating in the Village of Oak Park IPLAN process as well as the Township needs assessment. As of June 15<sup>th</sup>, 396 NUI surveys from Oak Park residents were received, and we expect to hit our goal 500 responses (as well as 100 River Forest responses) by July 4<sup>th</sup>.

- **President's Report**

- No updates at this time.

- **Township Report**

- No updates at this time.

**MEETING ADJOURNED: 8:33 P.M.**

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Respectfully Submitted,

Liz Raleigh, Secretary/Treasurer