

La Salle County 708 Community Mental Health Board
BOARD MEETING MINUTES
August 28, 2024

Meeting held at 1:30 PM, the twenty-eighth day of August, 2024, at North Central Behavioral Health Systems, LaSalle, IL.

ACTING AS CHAIRMAN: Dave McClure, President

Present: Dave McClure, John Koehler, Pamela Beckett, Ella Weber, Susan Thornton, Lois Guyon, Sara Escatel, and Gary Peterlin by phone.

Absent: Jack Leininger

Also Present: Don Miskowiec, Executive Director, and Laurie Gilich, Administrative Assistant

Funded Agency Representatives: Sally Van Cura (CASA), Jodi Mahoney (NCBHS), Paula Williamson (SRRC), Susan Bursztynsky (Safe Journeys), Kristen Goodchild (Ottawa Friendship House), David Conrad and Sam Tenuto (YSB)

CALL TO ORDER: Board President Dave McClure called the meeting of the 708 Mental Health Board to order at 1:30 p.m.

ROLL CALL: Present: Dave McClure, John Koehler, Pamela Beckett, Ella Weber, Susan Thornton, Lois Guyon, Sara Escatel, Gary Peterlin

APPROVAL OF AGENDA: *Motion by: Susan Thornton, seconded by John Koehler to accept the agenda as presented.* Unanimous approval.

APPROVAL OF MINUTES: *Motion by Lois Guyon, seconded by Sara Escatel to approve the May 29, 2024 Board minutes as presented. Motion carried.*

TREASURER'S REPORT: Don Miskowiec gave the Treasurer's financial report as included in the packet and presented on the PowerPoint slide. He highlighted the April 2024 through July 2024 Revenue & Expense Reports, as well as the FY24 Balance Sheet and FY24 Fund Status Report through 8/12/24. He noted that we are at 5.44 months of reserve now.

Motion by: John Koehler, seconded by Ella Weber to approve the Treasurer's Report as presented

Ayes: McClure, Koehler, Beckett, Weber, Thornton, Guyon, Escatel, Peterlin. Nays: None. Motion carried.

EXECUTIVE DIRECTOR'S REPORT: Don referred members to his written Executive Director's report included in the packet. He noted there were changes to the Mental Health Act, to clarify some things but nothing that requires specific action on the part of the 708 Board other than considerations in board membership selection and a few other areas to be reported on at November board meeting. He distributed and reviewed our website and social media report.

FUNDED AGENCY WRITTEN REPORTS/UPDATES: Don stated that we did not include our Funded Agency Quarterly Reports in the packet this time. We included a copy of the agency statistics report spreadsheet in the packet.

OLD BUSINESS

NCAT Funding Request Follow-Up

Don gave an update on status of NCAT Funding Request. We developed a contract with them, requiring that they deliver a certain number of rides for the funding that we would provide them. Don read the recommended motion.

Motion by Susan Thornton, seconded by Lois Guyon to approve the NCAT/City of Ottawa contract developed in collaboration with city legal counsel and 708 legal counsel for \$5,000 for the period ending July 31st, 2025 to be taken from the 708 Program Line Expenses and to be evaluated with report back to the 708 Board at the end of contract period for reconsideration in FY26 budget year. Discussion was held. Some of the providers present reported the good experiences they have had with NCAT and how they depend on them. Motion carried unanimously.

Epilepsy Network Funding Request Follow-Up – Don informed:

- They had requested funding for Case Management and Summer Children’s Program in amount of \$8,000
- Services are currently funded by two other 708 Boards
- Estimated clients served = 100 and 1,125 units of service
- If approved, require discussion/coordination with existing I/DD, MH providers

Motion by Susan Thornton, seconded by Ella Weber to approve the Epilepsy Network \$8,000 request for funding for the period ending June 30th, 2025 to be taken from the 708 Program Line Expenses and to be evaluated with report back to 708 Board at the end of contract period and for reconsideration at the August, 2025 Quarterly 708 Board Meeting. Motion carried unanimously.

NEW BUSINESS

FY 25 Funding Application Presentations and Questions

HORIZON HOUSE OF ILLINOIS VALLEY:

As a representative from Horizon House could not be available today, Don highlighted the FY25 Funding Application for Horizon House:

Funded Program Name: Day Services

Funded Program Description/Definition: Direct Support Professional staff provide services to intellectually disabled adults that are designed to increase independence, self-direction and community integration. This service is offered via two models; on-site and community based. Horizon House works with participants to establish participant’s personal goals, assesses support needs, and delivers services accordingly.

Definition of a Unit of Service in this Program: One client hour
Projected Number of Units Delivered for Year: 59,200
Projected Number of Clients Served for Year: 55
Budgeted FY 25 Funding Request: \$298,719
% Financial Participation of 708 Funds: 19%
Number of Goals Identified FY 2025: 3

LASALLE COUNTY COURT APPOINTED SPECIAL ADVOCATES – CASA

Director Sally Van Cura distributed statistics and reviewed the summary of CASA’s budget application. She noted there are 209 children in care in LaSalle County and CASA currently serves only 36 of those children. She stated that the opioid epidemic has had a devastating impact and noted that CASA needs to grow. Don highlighted the FY25 Funding Application for CASA:

Funded Program Name: LaSalle County CASA

Funded Program Description/Definition:

LaSalle County CASA trains community volunteers as “friend of the court” acting as independent monitors to advocate on behalf of abused and neglected children in Juvenile Court based on direct observation and interaction with the minors through home and school visits, conferring with collateral agencies and service providers, with the mission of ensuring the child’s best interests are served and their right to a safe and permanent home is protected.

Definition of a Unit of Service in this Program: Days of service
Projected Number of Units Delivered for Year: 2250
Projected Number of Clients Served for Year: 65
Budgeted FY 25 Funding Request: \$31,588.00
% Financial Participation of 708 Funds: 16.7%

Number of Goals Identified FY25: 3

To a question from Lois, Sally informed CASA has about 15 volunteer advocates and need a lot more. Susan Thornton noted it would be nice if the 708 Board members would take the volunteer training class.

OPEN DOOR REHABILITATION CENTER

Don stated that Open Door is on a Fee for Service basis. He reviewed their application summary:

Funded Program Name: Developmental Training

Funded Program Description/Definition: Provide pre-vocational training, community integration, social and classroom training for intellectually and developmentally disabled adults.

Definition of a Unit of Service in this Program: Days of service

Projected Number of Units Delivered for Year: 253

Projected Number of Clients Served for Year: 8

Budgeted FY 25 Funding Request: \$14,168

% Financial Participation of 708 Funds: N/A fee for service

Number of Goals Identified FY 2025: 3

OTTAWA FRIENDSHIP HOUSE

Don reviewed the application summary for Ottawa Friendship House:

Funded Program Name: Workshop/Sheltered Employment

Funded Program Description/Definition: Contract employment provides long-term employment in a sheltered environment for individuals whose functional levels require supervision but are not precluded from future movement into supported employment or competitive employment.

Definition of a Unit of Service in this Program: A unit = 2 hours of consumer attendance

Projected Number of Units Delivered for Year: 2,500

Projected Number of Clients Served for Year: 10

Budgeted FY 25 Funding Request: \$243,759

% Financial Participation of 708 Funds: 61%

Number of Goals Identified FY 2025: 3

Kristen Goodchild of Ottawa Friendship House stated that a majority of clients in the workshop don't receive state funding; they are paid minimum wage. Friendship House has a contract with MBL.

NORTH CENTRAL BEHAVIORAL HEALTH SYSTEMS

Don presented the summaries of each of North Central's programs, and NCBHS CEO Jodi Mahoney provided additional information on specialty services to be provided as described in the application and cover letter.

Funded Program Name: Outpatient Mental Health

Funded Program Description/Definition: See funding application, Attachment C.

Definition of a Unit of Service in this Program: Event Mode; a unit or event involves a face-to-face contact between a staff member providing a service and client or patient receiving a service.

A single event can have a duration of 15 minutes to 1 hour and 30 minutes.

Projected Number of Units Delivered for Year: 24,096

Projected Number of Clients Served for Year: 1730

Budgeted FY 25 Funding Request: \$784,667

% Financial Participation of 708 Funds: 24%

Number of Goals Identified FY 2025: 3

Funded Program Name: Outpatient Substance Use Treatment (NCBHS ASA Outpatient)

Funded Program Description/Definition: See funding application, Attachment A

Definition of a Unit of Service in this Program: Event Mode; a unit or event involves a face-to-face contact between a staff member providing a service and client or patient receiving a service.

A single event can have a duration of 15 minutes to 1 hour and 30 minutes.

Projected Number of Units Delivered for Year: 9014

Projected Number of Clients Served for Year: 793

Budgeted FY 25 Funding Request: \$260,067

% Financial Participation of 708 Funds: 41%

Number of Goals Identified FY 2025: 2

Jodi informed that this year we got our Medication Assisted Treatment Program (MAT) running out of the Ottawa office. It has been a slow start and we are working on educating the community. Discussion was held. Don stated we will present North Central's new program funding request for Crisis System of Care at the end of the other presentations.

Funded Program Name: Community Education and Outreach (NCBHS)

Funded Program Description/Definition: See funding Application, Attachment B

Definition of a Unit of Service in this Program: Community Service contact hour

Projected Number of Units Delivered for Year: 2,472

Projected Number of Clients Served for Year: 29,200

Budgeted FY 25 Funding Request: \$ 79,310

% Financial Participation of 708 Funds: 32%

Number of Goals Identified FY 2025: 3

SAFE JOURNEYS

Don reviewed the application summary for the Safe Journeys programs and Director Susan Bursztynsky highlighted services provided and grant activities.

Funded Program Name: Domestic Violence

Funded Program Description/Definition: Crisis intervention, counseling, advocacy, and shelter services are available to adult victims (and their dependents) of domestic violence. Community education and professional training are provided throughout LaSalle County.

Definition of a Unit of Service in this Program: 1 unit = 1 hour of service

Projected Number of Units Delivered for Year: 5000

Projected Number of Clients Served for Year: 325

Budgeted FY 25 Funding Request: \$83,244

% Financial Participation of 708 Funds: 6%

Number of Goals Identified FY 2025: 3

Funded Program Name: Sexual Assault Services

Funded Program Description/Definition: Crisis intervention, counseling, and advocacy services are available to victims of sexual assault & their support persons. Community education and professional training are provided throughout LaSalle County.

Definition of a Unit of Service in this Program: 1 unit = 1 hour of service

Projected Number of Units Delivered for Year: 960

Projected Number of Clients Served for Year: 100

Budgeted FY 25 Funding Request: \$23,368

% Financial Participation of 708 Funds: 3%

Number of Goals Identified FY 2025: 3

STARVED ROCK REGIONAL CENTER (SRRC)

Don reviewed the application summary for Starved Rock Regional Center. SRRC representative Paula Williamson highlighted services provided. She reported that they had projected 110 clients to be served and as of the end of July they are at 129. There is a wait list across the state, as we have seen an increase in autism.

Funded Program Name: Direct Early Intervention Therapy Services

Funded Program Description/Definition: SRRC provides Early Intervention therapy services to children under the age of three years. Therapy services include evaluations and direct treatment. Our agency provides these services primarily in the clients' homes, as a result the State's mandate for services to be provided in the child's natural environment.

Definition of a Unit of Service in this Program: 1 unit = 1 hour of direct treatment
Projected Number of Units Delivered for Year: 2,210
Projected Number of Clients Served for Year: 110
Budgeted FY 25 Funding Request: \$137,725
% Financial Participation of 708 Funds: 53%
Number of Goals Identified FY 2025: 3

STREATOR UNLIMITED

Don reviewed the application summary for Streator Unlimited, noting that Director John Mullaney was not able to be present.

Funded Program Name: Workshop

Funded Program Description/Definition: Provides extended remunerative employment for adults with developmental disabilities. Additionally, training occurs in job skills (acquisition and retention), and, if suitable, training in the activities of daily living and community living skills. This program accepts individuals promoted from the Developmental Training Center or other individuals who function above exit criteria from the Developmental Training Center yet do not meet the standards of the competitive labor market.

Definition of a Unit of Service in this Program: 1 unit = 1 client hour
Projected Number of Units Delivered for Year: 12,972
Projected Number of Clients Served for Year: 26
Budgeted FY 25 Funding Request: \$174,924
% Financial Participation of 708 Funds: 46%
Number of Goals Identified FY 2025: 3

YOUTH SERVICE BUREAU OF ILLINOIS VALLEY

Don reviewed the application summaries for the YSB programs. Director Sam Tenuto, CFO David Conrad, and 2 staff Hannah and Jennifer joining the meeting virtually highlighted services provided.

Funded Program Name: Outreach Counseling (YSB)

Funded Program Description/Definition: The Outreach Program offers counseling to youth (ages 11-17) and their families in their home, at school or where the youth or family is most accessible. Components of this program include: 24 -hour crisis intervention for runaway and lockout youth, emergency shelter care, on-going individual and family counseling, youth and family advocacy and some recreational activities.

Definition of a Unit of Service in this Program: one hour of contact on or on behalf of a client
Projected Number of Units Delivered for Year: 3,200
Projected Number of Clients Served for Year: 200
Budgeted FY 25 Funding Request: \$63,345
% Financial Participation of 708 Funds: 17.68%
Number of Goals Identified FY 2025: 4

Funded Program Name: Treatment Program (YSB)

Funded Program Description/Definition: The Treatment Program offers direct counseling and support services to victims of sexual abuse, adult and juvenile offenders, children traumatized by domestic violence and immediate family members. Types of counseling provided are: individual, martial, family and group therapy. Counseling services are provided weekly and in-home monitoring as needed

Definition of a Unit of Service in this Program: one hour of face-to-face contact or on behalf of the client
Projected Number of Units Delivered for Year: 2,000
Projected Number of Clients Served for Year: 300
Budgeted FY 22 Funding Request: \$150,776
% Financial Participation of 708 Funds: 86.16%
Number of Goals Identified FY 2025: 3

Funded Program Name: Second Chance (YSB)

Funded Program Description/Definition: The Second Chance Program offers direct intervention services to youth and their families in their home, school, community, or where the youth or family is most accessible. Components of this program include: assessment; individual, group, parent and family therapy; youth and family case management. The program will utilize Cognitive Behavior Therapy, Active Parenting, Comprehensive Life Skills Class and Intensive case management.

Definition of a Unit of Service in this Program: One hour of direct service on behalf of a client
Projected Number of Units Delivered for Year: 2,400
Projected Number of Clients Served for Year: 24
Budgeted FY 25 Funding Request: \$ 161,865
% Financial Participation of 708 Funds: 57.23%
Number of Goals Identified FY 2025: 3

Discussion was held. Pamela asked if it is a credit to the Second Chance program that kids are being diverted from the Detention Home, Sam answered yes, as Redeploy is designed to keep kids out of the court system. John asked how things are going with recruitment for foster care. Sam answered that we have two teams, each with 75 kids on the team; we are constantly looking for more homes so we actively recruit. John asked about trafficked children. Susan Bursztynsky stated that Safe Journeys wants to do a training on trafficking and grooming as we suspect a number of children are involved in that.

Funded Program Name: Hope House (YSB)

Funded Program Description/Definition: The Hope House Program offers supervised child/parent visitation and safe exchanges for youth and their families in a safe stable environment. Components of this program include: domestic violence assessment; safe, structured visitation environment with family setting; and parent and family counseling.

Definition of a Unit of Service in this Program: One hour of direct service on behalf of a client
Projected Number of Units Delivered for Year: 240
Projected Number of Clients Served for Year: 24
Budgeted FY 24 Funding Request: \$25,648
% Financial Participation of 708 Funds: 100%
Number of Goals Identified FY 2025: 3

NORTH CENTRAL BEHAVIORAL HEALTH SYSTEMS

Funded Program Name: Crisis System of Care (NCBHS)

Don reviewed the application summary for NCBHS new funding request for Crisis. Jodi Mahoney highlighted the increase in crisis response requests and discussed the need for additional funding.

Funded Program Description/Definition: See funding application, Attachment D

Definition of a Unit of Service in this Program: Community Service Contact Hour. A unit or event involves a face-to-face contact between a staff member providing a service and a client or patient receiving a service. A single event can have a duration of 15 minutes to 3 hours.

Projected Number of Units Delivered for Year: 1608

Projected Number of Clients Served for Year: 804

Budgeted FY 25 Funding Request: \$200,000

% Financial Participation of 708 Funds: 21%

Number of Goals Identified FY 2025: 3

To a question from Pamela Beckett as to the difference between this crisis program and the Living Room at Arukah, Jodi responded that this is not like the Living Room; it is more like Urgent Care.

Don Miskowiec recommended that the 708 Board watch this very closely and revisit it over the next 6-7 months. He will invite Jodi to go with him and Dave to the County Finance Committee and full Board, and then come back next year.

OTHER: Don Miskowiec updated that we did not receive a funding application from Arukah this year, but the Director has informed him that they will apply next year

FY 2025 Budget

Don Reviewed the FY25 Revenue & Expense Budget Summary, as included in the packet.

Assumptions:

1. 3% Cost of Doing Business Increase for Funded Agencies
2. 3% Cost of Doing Business Increase for Other Line Items with exception of 8% for retiree health insurance costs and 4% for personnel line in accordance with County nonunion salary increases

Projected Revenue: \$3,017,790 Possible Changes to PPRT Allocations (\$25,000)?

Projected Expense: \$2,852,152

Revenue Changes Possible:

1. Personal Property Replacement Tax Estimate
2. Interest
3. Usual Process of Finance Committee/Full County Board Levy and Other Decisions

FY 25 Program Expense Line-Item Considerations:

- Current (Community Education/Outreach, Grants, etc.)
- Workforce Expenses recently clarified in 708 Mental Health Act Changes
- Identified community education program needs
- Looking forward to FY 26 – CESSA, Crisis, Urgent Care with available levy maximum

Don stated he is recommending a 3% CODB increase for all the agencies.

Motion by Susan Thornton, seconded by Lois Guyon to approve the FY 25 \$3,017,790 Revenue and \$2,852,152 Expense Budget subject to changes by Finance Committee or Full County Board Action. Motion approved unanimously.

Calendar Year Meeting Schedule

Don stated that our final 708 Board meeting for 2024 is Wednesday, November 6th.

Members reviewed the proposed 2025 quarterly meeting schedule, as included in the packet. Motion by Ella Weber, seconded by Susan Thornton, to approve the 2025 quarterly meeting schedule. Motion carried.

Kristen Goodchild announced that the Friendship House Fall Concert is scheduled for September 20th. Gates open at 5:30pm and the concert will start at 6:30 pm. Tickets are \$30 each.

Jodi Mahoney announced that North Central is planning a community open house for their new building on November 14th. They will send out notices.

ADJOURNMENT: there being no further business or discussion and upon motion by Ella Weber, seconded by Lois Guyon, and unanimous approval, the meeting was adjourned at 2:30 p.m.

Next Meeting: Wednesday, November 6th.

Secretary: _____
John Koehler

Date: _____

President: _____
Dave McClure

Date: _____