

WHEELING TOWNSHIP COMMUNITY MENTAL HEALTH BOARD MINUTES OF  
JANUARY 11, 2024

**CALL TO ORDER**

The Mental Health Board Meeting of Wheeling Township, for January 11, 2024 was held in the Paula Ulreich Meeting Room, in the Township of Wheeling, 1616 North Arlington Heights Road, Arlington Heights, Illinois. President Jack Vrett called the meeting to order at 7:06 p.m.

**ROLL CALL**

Secretary Bill Dixon called the roll and the following members were present, Bill Dixon, Jeanne Hamilton, Susan Hayes, Jim Ruffatto John Lubbe & Jack Vrett.

Also, in attendance: Wheeling Township Attorney Kenneth Florey, and Wheeling Township Director of Finance and Administration Regina Stapleton.

Absent: JoAnne Schultz

**PLEDGE OF ALLEGIANCE**

President Jack Vrett led those assembled in the Pledge of Allegiance.

**APPROVAL OF MINUTES**

**MOTION #1: APPROVAL OF THE MINUTES OF THE WHEELING TOWNSHIP COMMUNITY MENTAL HEALTH BOARD MEETING ON NOVEMBER 8, 2023.**

Motion by Jim Ruffatto, seconded by Susan Hayes, to approve the minutes of November 8, 2023 Wheeling Township Community Mental Health Board Meeting.

VOICE CALL VOTE: ALL AYES...

NAYS: None....Motion #1 Carried.

**CITIZENS TO BE HEARD**

Tracy Sherva a resident of Arlington Heights stated that she has several family members with Mental Health & addiction issues. She is asking the Board when forming a committee for the Needs Assessment to include Wheeling Township residents with experience in this area.

Joan Wood a resident of Luther Village was representing the Faith & Action Committee of First united Methodist Church of Arlington Heights. She stated she was thrilled the referendum has been dealt with, with the help from Senator Gillespie. She has sat through different agency meetings that deal with mental health and can see help is needed. She wished the Board the best spending 1.5 million that the citizens voted on.

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**BUSINESS**

**Referendum Discussion**-Wheeling Township Attorney Ken Florey explained that the Wheeling Township Board cannot put the referendum on the ballot until the Spring of 2025. The levy for the Wheeling Township Mental Health Board would be December 2025 and money would come in 2026.

**Discuss & Approval-Needs Assessment Proposals**-Wheeling Township Administrator Regina Stapleton reported that per her conversation with Schaumburg Township's Administrator, that Harper Business Solutions did not complete their objective because Schaumburg Township's Mental Health Board failed to provide the people for the focus group. She also reported that she talked with Vernon Township and they were not happy with their Needs Assessment from Northern Illinois University.

Regina Stapleton reported that Harper reduced its fee to \$29,000 and that she recommended that Harper Business solutions be selected. Based on her report and prior Board discussion the engagement will be awarded to Harper Business Solutions.

**Appoint Board Members to Needs Assessment Committee**-President Jack Vrett appointed Susan Hayes, JoAnne Schultz and John Lubbe as a sub-committee to help with the Needs Assessment.

**Recommendation for Funding Agencies**-Wheeling Township Administrator Regina Stapleton provided a spread sheet that shows what was budgeted to the agencies last year, what the agencies are requesting this next fiscal year & the Board recommendations.

**MOTION #2: TO PRESENT TO THE WHEELING TOWNSHIP BOARD THE AVERAGE RECOMMENDED FUNDING ALLOCATIONS FOR EACH ROW FOR THE EXHIBIT PREPARED BY WHEELING TOWNSHIP ADMINISTRATOR REGINA STAPLETON**

Motion by John Lubbe, seconded by Jeanne Hamilton, to present to the Wheeling Township Board the average recommended funding allocations for each row for the exhibit prepared by Wheeling Township Administrator Regina Stapleton.

ROLL CALL VOTE: AYES: Hamilton, Hayes, Lubbe, Ruffatto, Vrett, Dixon  
NAYES: None...Motion #2 Carried.

**BOARD COMMENTS**

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A resident requested that the Citizens to be Heard be placed at the end of the meeting. President, Jack Vrett stated that for this agenda Citizens to be Heard was closed. He also stated he would discuss with the Board and maybe consider changing the order.

Bill Dixon asked if the Board could get a copy on changes to the statute regarding Mental Health Boards. Wheeling Township Attorney Ken Florey stated that he could circulate that.

Jim Ruffatto stated that he would like to increase the size of the Board to include representatives of Mental Health Professionals.

Jeanne Hamilton stated that she would like to see more opportunities for the community to become involved.

John Lubbe also stated that he would like to see more community involvement. He asked if there was any progress on remote access to the meetings.

Jack Vrett stated that he & Bill Dixon will be presenting a Policy Manual.

**MOTION # 3 ADJOURNMENT**

Motion by Jeanne Hamilton, seconded by Jim Ruffatto

VOICE CALL VOTE: All Ayes...

NAYES: None...Motion #3 carried

The meeting for Thursday, January 11, 2024, was declared adjourned at 7:53 pm. The next scheduled Community Mental Health Board Meeting is set for Wednesday, February 7, 2024, at 7 pm.