

WHEELING TOWNSHIP COMMUNITY MENTAL HEALTH BOARD MINUTES OF  
SEPTEMBER 25, 2025

**CALL TO ORDER**

The Community Mental Health Board Meeting of Wheeling Township, for September 25, 2025 was held in the Paula Ulreich Meeting Room, in the Township of Wheeling, 1616 North Arlington Heights Road, Arlington Heights, Illinois. President Sue Hayes called the meeting to order at 7:01 PM.

**ROLL CALL**

Secretary Bill Dixon called the roll, and the following members were present: Bill Dixon, Lorri Grainawi, John Lubbe, Jack Vrett, and Sue Hayes.

Absent: Jim Ruffatto

Member Jen Underwood arrived at 7:02 PM

Also in attendance, Mental Health Board Manager, Karin Frisk, and Attorney Sarah Kallas.

**PLEDGE OF ALLEGIANCE**

President Sue Hayes led those assembled in the Pledge of Allegiance.

**CITIZENS TO BE HEARD**

None.

**REPORTS**

**Site Visits**

Karin Frisk reported on a site visit to Avenues to Independence, which offers day programs, job training and work opportunities for those with intellectual or developmental disabilities. Program leaders noted that nearly half of their participants identified a preferred activity. With the upcoming elimination of the 14(c) Certification, staff expressed concerns for clients with mobility challenges and are exploring ways to adapt. Avenues to Independence staff also discussed managing logistics for their new Hornbrook Adventure Program, which supports both local and extended travel for clients.

Lorri Grainawi reported on a site visit to Kenneth Young Center where program leaders highlighted their CMHB-supported community-based, wrap-around services for individuals with serious mental illness. Approximately two-thirds of their clients experience both mental health and substance use disorder challenges. Karin Frisk noted that staff reported longer wait times for services when specific needs, such as

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language or flexible schedule, are required. The longest delays, up to three months, are for child and adolescent therapy, largely due to staffing retention challenges tied to youth service scheduling demands.

**NEW BUSINESS:**

FY2026-27 Grants and Other Projects

Board Members received compiled recommended funding amounts to guide their discussion of the 2026-27 funding applications and inform final allocation decisions.

The Board discussed various challenges faced in determining funding allocations and decided that it would be beneficial to amend the agenda and discuss the overall budget first and then move to discuss the grants and other projects.

**MOTION #1: TO AMEND THE AGENDA TO MOVE THE BUDGET DISCUSSION  
AGENDA ITEM BEFORE THE GRANTS AND OTHER PROJECTS DISCUSSION**

Motion by Jack Vrett, seconded by Jen Underwood to have the Budget Discussion before the Grants and Other Projects Discussion.

ROLL CALL VOTE: AYES: Bill Dixon, Lorri Grainawi, John Lubbe, Jen Underwood,  
Jack Vrett, and Sue Hayes

NAYS: None... Motion #1 Carried

FY2026-27 Budget Discussion, Including Administrative Budget Updates

The Board discussed several updates to the draft administrative budget.

**MOTION #2: TO UPDATE SALARY LINE ITEM ON THE DRAFT ADMINISTRATIVE  
BUDGET**

Motion by Sue Hayes, seconded by Jack Vrett to increase the salary line item from \$83,000 to \$95,000, to allow for flexibility in personnel planning for FY2026-27.

ROLL CALL VOTE: AYES: Bill Dixon, Lorri Grainawi, John Lubbe, Jen Underwood,  
Jack Vrett, and Sue Hayes

NAYS: None... Motion #2 Carried

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**MOTION #3: TO UPDATE THE DRAFT ADMINISTRATIVE BUDGET LINE ITEMS AS DISCUSSED**

Motion by Jen Underwood, seconded by Jack Vrett to approve the adjustment to the salary line item as previously discussed, change the budget line item from "Programming" to "Public Information" and in the amount of \$3,000, and increasing the miscellaneous line item by \$1,000.

ROLL CALL VOTE: AYES: Bill Dixon, Lorri Grainawi, John Lubbe, Jen Underwood, Jack Vrett, and Sue Hayes

NAYS: None... Motion #3 Carried

Board Members reviewed grant recommendations and agency requests.

Board members discussed considerations for funding allocation decisions, taking into account information included on the funding applications, and priorities noted in the Needs Assessment.

**MOTION #4: HAVE THE GRANTS AND OTHER PROJECTS BUDGET, PLUS THE ADMINISTRATIVE BUDGET EQUAL \$1.4 MILLION**

Motion by John Lubbe, seconded by Bill Dixon to have the Grants and Other Projects Budget, plus the Administrative Budget equal \$1.4 million.

Discussion: Board members discussed how setting the budget will impact funding allocation decisions.

ROLL CALL VOTE: AYES: Bill Dixon, John Lubbe, Jack Vrett, and Sue Hayes

NAYS: Lorri Grainawi and Jen Underwood... Motion #4 Carried

Members of the Board deliberated specific requests from the compiled funding recommendations. It was decided that because NAMI Cook County North Suburban's proposed project was still in the early development stages, funding should not be considered for the upcoming fiscal year. Some Board Members noted that funding for Northwest Center Against Sexual Assault should consider the high percentage of Wheeling Township residents served, and specialized clinical team credentials. Board Members also discussed funding for Little City in relation to Wheeling Township residents served. The Board deliberated on budget adjustments needed to account for increased allocations.

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**MOTION #5: MOVE AMOUNT RECOMMENDED FOR NAMI TO NORTHWEST CENTER AGAINST SEXUAL ASSAULT**

Motion by Jack Vrett, seconded by Jen Underwood to move \$6,428.57, originally recommended for NAMI, to Northwest Center Against Sexual Assault.

ROLL CALL VOTE: AYES: Bill Dixon, Lorri Grainawi, John Lubbe, Jen Underwood, Jack Vrett, and Sue Hayes

NAYS: None... Motion #5 Carried

**MOTION #6: INCREASE GRANTS TOTAL BUDGET BY \$10,000 AND INCREASE FUNDING FOR NORTHWEST CENTER AGAINST SEXUAL ASSAULT TO \$105,000**

Motion by Lorri Grainawi, seconded by John Lubbe to increase Grants total budget by \$10,000 and increase funding for Northwest Center for Sexual Assault to \$105,000.

ROLL CALL VOTE: AYES: Lorri Grainawi, John Lubbe, Jen Underwood, and Jack Vrett

NAYS: Bill Dixon and Sue Hayes... Motion #6 Carried

**MOTION #7: REDUCE OTHER PROJECTS BUDGET LINE ITEM BY \$10,000 AND INCREASE FUNDING TO NORTHWEST CENTER FOR SEXUAL ASSAULT**

Motion by Jack Vrett, seconded by Jen Underwood to reduce the Other Projects line item of the Budget by \$10,000 and move it to increase funding to Northwest Center for Sexual Assault.

ROLL CALL VOTE: AYES: Lorri Grainawi, John Lubbe, Jen Underwood, and Jack Vrett

NAYS: Bill Dixon and Sue Hayes... Motion #7 Carried

**MOTION #8: INCREASE FUNDING TO LITTLE CITY BY \$6,014.29 TO FULLY FUND THEIR REQUEST**

Motion by Lorri Grainawi, seconded by Sue Hayes to increase funding to Little City by \$6,014.29 to fully fund their request.

ROLL CALL VOTE: AYES: Bill Dixon, Lorri Grainawi, John Lubbe, Jen Underwood, and Jack Vrett

NAYS: Sue Hayes... Motion #8 Carried

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**MOTION #9: CLOSE DISCUSSION AND MOVE TO THE NEXT AGENDA ITEM**

Motion by Jack Vrett, seconded by Bill Dixon to close the discussion and move to the next agenda item.

ROLL CALL VOTE: AYES: Bill Dixon, Lorri Grainawi, John Lubbe, Jen Underwood,  
Jack Vrett, and Sue Hayes

NAYS: None... Motion #9 Carried

Levy Request Discussion

Members of the Board discussed keeping the levy request close to the budget and directed staff to prepare a budget for the Board to take action on at the next meeting. Concerns were noted about the potential of receiving less than levy request due to potential challenges related to tax collections. The Board noted that building in a contingency would address these concerns.

Board Member Comments:

President Hayes noted that Northwest Center Against Sexual Assault is having an Exploration Open House on October 16<sup>th</sup> if any Board Members were interested in attending.

**MOTION #10: ADJOURNMENT**

Motion by Bill Dixon, seconded by Jack Vrett

VOICE CALL VOTE: All Ayes

NAYS: None...Motion #10 Carried.

The meeting for Thursday, September 25, 2025 was declared adjourned at 8:32 PM.

The next Regular Community Mental Health Board Meeting is set for Wednesday, October 8, 2025 at 7:00 PM.