WHEELING TOWNSHIP COMMUNITY MENTAL HEALTH BOARD

MINUTES OF JUNE 10, 2026

1. **Call to Order**

   The Community Mental Health Board Meeting of Wheeling Township, for June 10, 2026, was held in the Paula Ulreich Meeting Room, in the Township of Wheeling, 1616 North Arlington Heights Road, Arlington Heights, Illinois.

   President Pro Tem Bill Dixon called the meeting to order at 7:00 PM.

2. **Roll Call**

   Board Members Present: Jaime Clark, Lorri Grainawi, John Lubbe, Teri Pacion, and President Pro Tem Bill Dixon.

   Board Members Absent: Jen Underwood* and Jack Vrett.

   *Member Underwood observed the Board Meeting remotely.

   Also Present: Executive Director, Karin Frisk, and Attorney Sarah Kallas.

3. **Pledge of Allegiance**

   President Pro Tem Dixon led those assembled in the Pledge of Allegiance.

4. **Citizens to Be Heard**

   None.

5. **Reports**

   a. President's Report

      President Pro Tem Dixon welcomed Member Pacion to the Board. He also reported that Cook County property tax bills are expected to be delayed approximately two months. The Board discussed potential impacts of the delay on local governmental entities and funding operations. Executive Director Frisk reported that she had inquired with the Township Administrator about the Cook County Property Tax Bridge Fund program and was advised that the Community Mental Health Board is not eligible because it serves as a pass-through funding entity.

b. Trustee Liaison's Report

Trustee Grainawi reported that the Township currently does not anticipate significant financial difficulties resulting from delayed tax collections. She also reported that the Township Assessor's Office is participating in public education efforts regarding property tax bills and encouraged Board Members to subscribe to the Township's electronic newsletter for updates and information.

c. Executive Director's Report

Executive Director Frisk reported that seventeen Provider funding agreements had been fully executed and that work continued to finalize remaining agreements and collect required documentation. Additional updates were provided regarding Mental Health Awareness Month outreach efforts, Board newsletter contributions, upcoming Association of Community Mental Health Authorities of Illinois training opportunities, and distribution of Community Mental Health Board public resource materials.

Member Clark reported on attendance at the Glenkirk ribbon-cutting ceremony and shared information regarding the organization's expanded behavioral health and developmental disability services.

6. Business – for Discussion / For Action

a. List of Bills – Approval

Member Lubbe reported that he had audited the claims and expenditures for Batch #5/26/26, #5/28/26 and #6/10/26 against the Community Mental Health Board Fund and recommended approval of payment in the amount of $86,923.07.

Member Clark moved to approve the payment of claims, seconded by Trustee Grainawi.

Roll Call Vote: Ayes: Clark, Grainawi, Lubbe, Pacion, and Dixon
Nays: None
Motion carried.

b. Consideration and Possible Action Regarding Scheduling Additional Special Board Meeting Dates

The Board discussed scheduling additional meetings related to the FY2027-28 funding cycle, including agency hearings and funding allocation deliberations.

Member Lubbe moved to approve the following tentative Special Meeting dates: September 24, 2026, at 6:00 PM, October 14, 2026 at 6:00 PM, October 22, 2026 at 6:00 PM, and November 5, 2026 at 7:00 PM, seconded by Member Clark.

Roll Call Vote: Ayes: Clark, Grainawi, Lubbe, Pacion, and Dixon
Nays: None
Motion carried.

c. FY2027-28 Notice of Funding Availability Content – Discussion

The Board reviewed and discussed the proposed FY2027-28 Notice of Funding Availability. Discussion included funding priorities, reporting requirements, capital expenditure limitations, liability insurance requirements, application timeline, and applicant notification dates. Direction was provided to staff regarding revisions to the draft notice. No action was taken.

d. Consideration and Possible Adoption of Requirements and Guidelines for Allocation of Funds

The Board reviewed the proposed Requirements and Guidelines for Allocation of Funds. Discussion included clarification of liability insurance requirements and capital asset funding limitations.

Member Lubbe moved to approve the Requirements and Guidelines for Allocation of Funds, as amended to include the phrase “as applicable” regarding the liability insurance coverages.

Roll Call Vote: Ayes: Clark, Grainawi, Lubbe, Pacion, and Dixon
Nays: None
Motion carried.

e. FY2027-28 Funding Application Content - Discussion

The Board reviewed and discussed proposed FY2027-28 funding application content. Topics discussed included financial reporting requirements, management letters accompanying financial audits when available, reporting obligations, wait-time and wait-list information, impacts of potential reductions in outside funding, outcome measurement, program performance indicators, and application review procedures. Direction was provided to staff for preparation of a revised funding application. No action was taken.

f. Officer Elections – for Annual Terms Beginning July 1, 2026

i. President

Member Clark moved to nominate Lorri Grainawi for President, seconded by Member Lubbe. No further nominations were made.

Member Lubbe moved to close nominations for President, seconded by Member Clark.

Prior to the vote, discussion occurred regarding the Community Mental Health Board’s independence as relates to a Township Board Liaison serving as President of the Community Mental Health Board.

Voice Call Vote: Ayes: Clark, Grainawi, Lubbe, and Pacion
Nays: Dixon
Motion carried.

Member Clark moved to elect Lorri Grainawi as President, seconded by Member Lubbe.

Roll Call Vote: Ayes: Clark, Grainawi, Lubbe, and Pacion
Nays: Dixon
Motion carried.

ii. Vice President

Trustee Grainawi moved to nominate John Lubbe as Vice President, seconded by President Pro Tem Dixon. No further nominations were made.

Member Clark moved to close nominations for Vice President, seconded by Trustee Grainawi.

Voice Call Vote: All Ayes
Nays: None
Motion carried.

Member Pacion moved to elect John Lubbe as Vice President, seconded by Member Clark.

Voice Call Vote: All Ayes
Nays: None
Motion carried.

iii. Secretary

Trustee Grainawi moved to nominate Bill Dixon as Secretary, seconded by Member Pacion. No further nominations were made.

Trustee Grainawi moved to close nominations for Secretary, seconded by Member Clark.

Voice Call Vote: All Ayes
Nays: None
Motion carried.

Member Pacion moved to elect Bill Dixon as Secretary, seconded by Member Lubbe.

Voice Call Vote: All Ayes
Nays: None
Motion carried.

7. Board Member Comments

None.

8. Adjournment

Member Clark moved to adjourn the meeting at 8:40 PM, seconded by Member Lubbe.

Voice Call Vote: All Ayes
Nays: None
Motion carried.

The next Regular Meeting of the Community Mental Health Board is scheduled for Wednesday, July 8, 2026, at 7:00 PM.