



# Memorandum

To: Mental Health Board

From: Jessica Wingader, Grants and Compliance Specialist

Subject: May 9, 2019 MHB Meeting Cover Memo

Date: May 9, 2019

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Attached please find:

- The meeting agenda
- Draft minutes of the April 11, 2019 meeting for approval
- Mental Health Board Ordinance, Bylaws: Article II, MHB Priorities for 2019

We look forward to seeing you on May 9<sup>th</sup>.



## **MENTAL HEALTH BOARD**

Thursday, May 9, 2019

7:00 PM

Lorraine H. Morton Civic Center, 2100 Ridge Avenue  
Room 2402

### **AGENDA**

- I. **CALL TO ORDER/DECLARATION OF QUORUM**
- II. **APPROVAL OF MHB MINUTES OF APRIL 11, 2019**
- III. **EQUITY FRAMEWORK PRESENTATION**
- IV. **GUEST SPEAKER: DR. HENRY PERKINS**
- V. **PUBLIC COMMENT**
- VI. **2020 FUNDING PRIORITIES**
- VII. **LIAISON REPORT**
- VIII. **CHAIR REPORT**
- IX. **ELECTION OF CHAIR AND VICE CHAIR**
- X. **STAFF REPORT**
- XI. **ADJOURNMENT**

The next regular meeting of the Mental Health Board is scheduled for **7:00 p.m. Thursday, June 13, 2019 in room 2402** of the Lorraine H. Morton Civic Center.

**Order of Agenda Items is subject to change.** Information about the Mental Health Board is available at: [www.cityofevanston.org/government/boards-commissions](http://www.cityofevanston.org/government/boards-commissions). Questions can be directed to Jessica Wingader, Public Services – Grants & Compliance Specialist, at 847-859-7889 or via e-mail at [jwingader@cityofevanston.org](mailto:jwingader@cityofevanston.org).

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## MEETING MINUTES

### MENTAL HEALTH BOARD

Thursday, April 11, 2019 7:00 PM

Lorraine H. Morton Civic Center, 2100 Ridge Avenue, room 2402

Members Present: J. Sales, S. Johnson, R. Feiler, I. Ziaya, J. Haimes, G. Carpenter, K. Ruetzel

Members Absent: none

Staff: J. Wingader

Presiding Member: J. Sales, Board Chair

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#### Call to Order / Declaration of Quorum

Chair Sales declared a quorum and called the meeting to order at 7:03 pm.

#### Approval of MHB Minutes of March 14, 2019

Ms. Johnson moved approval of the March 14, 2018 minutes, seconded by Mr. Carpenter; a voice vote was taken and the minutes were unanimously approved.

#### Public Comment

Lindsay Percival, Executive Director of Learning Bridge provided newsletters.

#### Review of ZoomGrants Application

Chair Sales introduced the ZoomGrants application for review and the addition of the question "Explain how program meets priorities of source/sources of funding." There was discussion about the application process, pre-application meetings and how information appeared in the application. It was confirmed that City, CDBG and Mental Health Board priorities could be included under the Documents tab and that a score question could reference the new question specifically. Members discussed the question and agreed that it should appear in the LOI. There was discussion about how the inclusion of the question in the LOI would impact the application process. There was discussion about key deadlines and information provided at mandatory pre-application meetings.

Members requested that staff consider changing the LOI due date to July prior to the July MHB meeting. This would provide the Board opportunity to review LOIs prior to full applications being submitted. Staff confirmed that, if review of LOIs were to result in applicant disqualification the review would have to take place in a public meeting. Members noted the benefit to notifying applicants of ineligibility prior to submission of the full application in August. Staff agreed to relay request and return to the Board with additional information. Members asked about additional changes to the application. Staff stated that the demographics chart under the Program Outcomes tab would be removed. No other revisions to questions or any other parts of the the application were suggested.

#### Liaison Reports

Ms. Johnson reported about The Harbor and Childcare Network of Evanston. Ms. Ziaya requested to report in May.

#### Chair Report

Chair Sales asked for volunteers to act as liaisons to North Shore Senior Center, Northwest CASA, PEER Services and Metropolitan Family Services. The following liaison assignments were made: Ms. Ziaya was assigned to North Shore Senior Center, Ms. Johnson was assigned

to Northwest CASA, Mr. Carpenter was assigned to PEER Services, and Chair Sales assigned herself to Metropolitan Family Services. Chair Sales discussed the increase in national rates of suicide in younger populations and the lack of mental health services for youth available in Evanston. She noted recent school district meetings about bullying and the recent suicides of ETHS and NU students. She encouraged members to consider this issue when determining funding priorities. She also reported her involvement with LAN 40, described program goals, and encouraged additional involvement by Board members. Ms. Johnson and Ms. Ruetzel identified the slate of new officers, nominating Ms. Sales as Chair and Ms. Feiler as Vice Chair. No additional nominees were suggested by other members.

**Staff Report**

Staff provided information about the Social Services Core Committee including composition, purpose and upcoming meetings.

**Adjournment**

Ms. Haimes moved to adjourn the meeting, seconded by Ms. Johnson. The meeting adjourned at 9:07 pm.

Respectfully submitted,  
Jessica Wingader  
Grants and Compliance Specialist

## **ORDINANCE 79-O-16:**

### **2-6-1: PURPOSE**

The purpose of the Mental Health Board (“Board”) is to protect and promote the mental health and welfare of all City of Evanston residents. The Board reviews service providers requesting grants from the City of Evanston Human Services Fund and develops fund recommendations that address the needs of the City’s at-risk residents who are unable to meet basic needs or access mainstream services without assistance. Services can include, but are not limited to: treatment for mental health, treatment for substance abuse issues, and access to basic human needs.

## **BYLAWS:**

### **ARTICLE II**

#### **Mission**

**Section 1.** The Evanston Mental Health Board is a public body established by City ordinance. The Board’s mission is to address gaps identified in the community in the availability and accessibility of social services for at-risk Evanston residents to ensure a high quality of life for all. At-risk residents are defined as those Evanston residents with, or at risk of having, mental and/or emotional disorders, developmental disabilities, substance abuse issues, or who face challenges with accessing basic needs including, but not limited to, housing, child care and senior care. The Board further recommends funding for programs and services that address the needs of at-risk residents. The Board recognizes and supports a broad definition of community mental health that includes a variety of social services.

**Section 2.** The Board is responsible for developing funding recommendations for agencies that request grants from the City for programs that offer needed mental health and other social services to Evanston residents. These programs and services shall be accessible and responsive to community needs and shall be available to all Evanston residents. Additionally, funded agencies must demonstrate how they are addressing the needs of at-risk Evanston residents. Annually, the Board will review applications and provide updated information about each funded program and agency throughout the funding year. The Board will also evaluate and facilitate inter-agency collaboration.

#### **MHB Priorities for 2019**

1. Programs and services that respond to mental health and substance abuse needs, including crisis intervention and mental health promotion
2. Programs and services that strengthen health equity through the provision of emergency or long term housing, case management or nutritional services
3. Programs and services to enhance the mental health, empowerment and protection of children, youth, and families
4. Programs and services that promote mental health, cultural diversity and social inclusion for all, including refugees and immigrants