

**WILL COUNTY COMMUNITY MENTAL HEALTH BOARD**  
**302 N. CHICAGO ST. COUNTY BOARD ROOM**  
**17<sup>th</sup> April 2023 @ 3:30 PM**

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**I. Call to Order and Declaration of Quorum**

Katrina Jones called the meeting to order at 3:30 pm.  
Michael Flanagan took roll call to declare quorum.

<u>Name</u>	<u>Title</u>	<u>Status</u>
Katrina Jones	President	Present
Michael Flanagan	Secretary	Present
Elnalyn Costa		Present
Terri King		Present
Orlando DeYoung		Present
Jessica Parks		Present
Ashley Searing		Present

With seven (7) of seven (7) members present declaring a quorum.

Also present were Elaine Bottomley, Will County Executive Deputy Chief of Staff, Mike Mahoney, Will County Executive Chief of Staff, Kim Fladhammer, Will County Board Chief of Staff, Dr. Brke, Will County Board of Health.

Matt Guzman was present from the Will County State's Attorney's Office

**II. Pledge of Allegiance**

Katrina Jones led the Pledge of Allegiance.

**III. Approval of Minutes**

**1. Will County Community Mental Health Board, Regular Meeting, 4<sup>th</sup> April 2023,**

Motion passed unanimously 7– 0 with no additions or corrections.

<b>Result:</b>	<b>Approved (Unanimous)</b>
<b>Mover:</b>	King
<b>Seconder:</b>	Searing
<b>Ayes:</b>	Costa, DeYoung, Flanagan, Jones, King, Searing, Parks
<b>Nays:</b>	
<b>Not Present:</b>	

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**IV. Old Business**

**A. Budget Update**

Michael Flanagan presented an updated draft Operational Budget in the amount of \$108,300.00. After review and discussion the board decided to move \$24,000 Staff line item to Contractual Services and retitle that line-item as Professional Services. The board will try to find a Professional to act in a dual role as legal and staff. In the event the board is not able to find such a candidate, the board decided to keep 14,400 – 18,000 in the Staff line item. The board then decided to increase add \$75,000 for a Needs Analysis. Dr. Burke advised that it may be possible to get this completed through the University of Illinois at Chicago.

Motion to amend operational budget request:

<b>Result:</b>	Approved [Unanimous]
<b>Mover:</b>	King
<b>Secunder:</b>	Searing
<b>Ayes:</b>	Costa, DeYoung, Flanagan, Jones, King, Searing, Parks
<b>Not Present:</b>	

**V. Proposed Staff Member Job Description**

After discussion on finding a joint staff / legal assistant the board decided to amend the job description to include legal experience preferred.

Motion to amend job description:

<b>Result:</b>	Approved [Unanimous]
<b>Mover:</b>	Flanagan
<b>Secunder:</b>	Parks
<b>Ayes:</b>	Costa, DeYoung, Flanagan, Jones, King, Searing, Parks
<b>Not Present:</b>	

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**VI. New Business**

No New Business

**VII. Public Participation**

None

**VIII. Announcements**

**A. President**

Nothing to report

**B. Board Members**

Nothing to report

**C. Other**

Nothing to report

**IX. Executive Session**

No Executive Session

**X. Adjournment**

Motion to adjourn @ 4:30 PM

<b>Result:</b>	Approved [Unanimous]
<b>Mover:</b>	Flanagan
<b>Secunder:</b>	King
<b>Ayes:</b>	DeYoung, Flanagan, Jones, King, Costa, Searing, Parks
<b>Not Present:</b>	

**XI. Next Meeting Date**

The next meeting of the Will County Mental Health Board is scheduled for 15<sup>h</sup> May 2023 at 3:30 pm.