

WHEELING TOWNSHIP COMMUNITY MENTAL HEALTH BOARD MINUTES OF
OCTOBER 8, 2025

CALL TO ORDER

The Community Mental Health Board Meeting of Wheeling Township, for October 8, 2025 was held in the Paula Ulreich Meeting Room, in the Township of Wheeling, 1616 North Arlington Heights Road, Arlington Heights, Illinois. President Hayes called the meeting to order at 7:00 PM.

ROLL CALL

Secretary Dixon called the roll, and the following members were present: Bill Dixon, Trustee Liaison Lorri Grainawi, John Lubbe, Jim Ruffatto, Jen Underwood, Jack Vrett, and President Sue Hayes.

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

PLEDGE OF ALLEGIANCE

President Hayes led those assembled in the Pledge of Allegiance.

CITIZENS TO BE HEARD

None.

APPROVAL OF MINUTES

**MOTION: APPROVAL OF THE MINUTES OF THE WHEELING TOWNSHIP
COMMUNITY MENTAL HEALTH BOARD SPECIAL MENTAL HEALTH AGENCY
FUNDING HEARINGS MEETING ON SEPTEMBER 10, 2025**

Motion by Member Ruffatto, seconded by Trustee Grainawi

VOICE CALL VOTE: All Ayes

Nays: None -- Motion carried

**MOTION: APPROVAL OF THE MINUTES OF THE WHEELING TOWNSHIP
COMMUNITY MENTAL HEALTH BOARD REGULAR MEETING ON SEPTEMBER 10,
2025**

Motion by Member Vrett, seconded by Trustee Grainawi

VOICE CALL VOTE: All Ayes

Nays: None -- Motion carried

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OCTOBER 8, 2025

**MOTION: APPROVAL OF THE MINUTES OF THE WHEELING TOWNSHIP
COMMUNITY MENTAL HEALTH BOARD REGULAR MEETING ON SEPTEMBER 25,
2025**

Motion by Trustee Grainawi, seconded by Member Vrett

VOICE CALL VOTE: All Ayes

Abstain: Ruffatto

Nays: None -- Motion carried

REPORTS

Manager's Report

Manager Frisk highlighted a few activities and updates from her report, including external presentations, discussions with peer Mental Health Boards on funding notifications, highlights from an agency impact report, and the launch of the I/DD Navigator tool for public use.

Member Lubbe inquired if the I/DD Navigator website allows someone to search by location. Manager Frisk confirmed that you can search by geographic location, and that she was able to find funded agencies on the website.

NEW BUSINESS

FY2026-27 Preliminary Budget

Manager Frisk presented a preliminary budget, including updates to the administrative section and two funding allocation options. Option A reflected prior meeting discussions; Option B proposed an 8% reallocation to the Other Projects line to align with Needs Assessment recommendations and prepare for potential delays in receipt of tax revenue from Cook County. Manager Frisk clarified that no reductions to the substance use disorder category or below the FY2025-26 funding levels for any organizations were included.

Members of the Board discussed the pros and cons of the preliminary budget options, emphasizing sustainability, minimizing borrowing, incorporating Needs Assessment recommendations, and anticipating increased agency funding requests in future years. Additional options were proposed, including increasing the FY2026-27 budget or further reducing agency allocations.

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MOTION: THAT THE WHEELING TOWNSHIP COMMUNITY MENTAL HEALTH BOARD PRELIMINARILY APPROVE AN ESTIMATED OPERATING BUDGET FOR FISCAL YEAR 2026-27 OF \$1.4 MILLION THAT IS CONSISTENT WITH OPTION B AS PRESENTED FOR TONIGHT'S OCTOBER 8TH MEETING

Motion by Member Dixon, seconded by Member Lubbe

ROLL CALL VOTE: AYES: Dixon, Lubbe, Ruffatto, Underwood, Vrett, and Hayes
NAYS: Grainawi -- Motion carried

FY2026-27 Levy Request

Board Members discussed the levy request and approval process.

MOTION: THAT THE WHEELING TOWNSHIP COMMUNITY MENTAL HEALTH BOARD APPROVE A LEVY REQUEST IN THE AMOUNT OF \$1.4 MILLION FOR THE TAX YEAR 2025

Motion by President Hayes, seconded by Member Ruffatto

ROLL CALL VOTE: AYES: Dixon, Grainawi, Lubbe, Ruffatto Underwood, Vrett, and Hayes
NAYS: None -- Motion carried

Trustee Grainawi included a comment with her vote, noting that she was not in favor of a \$1.4 million budget, but since that vote passed, she is voting to approve this levy amount.

2026 Board Meeting Date Schedule

Board Members reviewed the proposed 2026 meeting schedule, noting that most meetings are set for the second Wednesday of the month, with a few exceptions.

MOTION: TO APPROVE THE 2026 BOARD MEETING DATE SCHEDULE AS PRESENTED

Motion by Member Lubbe, seconded by Member Vrett

ROLL CALL VOTE: AYES: Dixon, Grainawi, Lubbe, Ruffatto, Underwood, Vrett, and Hayes
NAYS: None -- Motion carried

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Board Policy Manual Updates

Member Vrett reviewed proposed updates to the Board Policy Manual to align with the Illinois Community Mental Health Act (CMHA) and prior meeting discussions. Trustee Grainawi suggested wording changes for brevity and noted that Section 20/3e(1) of the CMHA may require further revisions. Member Vrett stated he will present updated revisions at the next regular meeting.

Clarification/Correction of Tentative November 4, 2025 Meeting Designation

Manager Frisk clarified that the tentative November 4th meeting should have been designated as a Special Meeting, and not a Regular Meeting as previously noted.

Board Member Comments:

Member Ruffatto advised that he is resigning from his seat with his last Board meeting on November 12th, due to other time commitments. Member Ruffatto stated that the Board is in a good position, and that although there were challenges over the past few years, he enjoyed being one of the initial Board members.

Members of the Board thanked Member Ruffatto for his leadership and noted how his experience and contributions were helpful to the Board.

MOTION: ADJOURNMENT

Motion by Member Vrett, seconded by Member Underwood

VOICE CALL VOTE: All Ayes
NAYS: None -- Motion carried

The meeting for Wednesday, October 8, 2025 was declared adjourned at 8:27 PM.

The Tentative Special Community Mental Health Board Meeting is set for Tuesday, November 4, 2025 at 7:00 PM.

The next Regular Community Mental Health Board Meeting is set for Wednesday, November 12, 2025 at 7:00 PM.