Minutes of the
Winnebago County Mental Health Advisory Committee
Wednesday, December 16, 2015 @ 7:34 a.m.
Rosecrance Health Network, 1021 North Mulford Road, Rockford, IL

PRESENT: Charles Smith, Philip Eaton, Carol Klint, Matthew Toohey, Richard Kunnert, Sandra Martell (ex oficio)

ABSENT: Donny Parham, Angie Goral (Chair)

SUPPORT STAFF PRESENT: Penny Billman, Mike Bacon, Karen Fiery, Melissa Westphal, and John Barlow (recorder)

Matthew Toohey called the meeting to order at 7:34 a.m.

INTRODUCTION OF GUESTS/ PUBLIC PARTICIPATION: No guests present.

APPROVAL OF AGENDA: Matt Toohey asked for a motion to approve the agenda. Richard Kunnert moved and Philip Eaton seconded to set the amended agenda, all members voted aye, motion carried.

APPROVAL OF MINUTES: Philip Eaton asked for a motion to approve the October 15, 2015 minutes. Matt Toohey moved and Richard Kunnert seconded to approve the minutes. With that, all members voted aye, motion carried.

Philip Eaton asked for a motion to approve the November 30, 2015 minutes. Richard Kunnert moved and Matt Toohey seconded to approve the minutes. With that, all members voted aye, motion carried.

DATA/SURVEY SUB-COMMITTEE... (Meeting November 4, 2015; November 18, 2015; December 2, 2015; December 9, 2015)

SANDRA MARTELL

Approval of Minutes: Carol Klint asked for a motion to approve the November 4, 2015 minutes. Richard Kunnert moved and Matt Toohey seconded to approve the minutes. With that, all members voted aye, motion carried.

SANDRA MARTELL

Carol Klint asked for a motion to approve the November 18, 2015 minutes. Charles Smith moved and Philip Eaton seconded to approve the minutes. With that, all members voted aye, motion carried.

SANDRA MARTELL

Carol Klint asked for a motion to approve the December 2, 2015 minutes. Richard Kunnert moved and Philip Eaton seconded to approve the minutes. With that, all members voted aye, motion carried.

SANDRA MARTELL

Carol Klint asked for a motion to approve the December 9, 2015 minutes. Philip Eaton moved and Richard Kunnert seconded to approve the minutes. With that, all members voted aye, motion carried.
1. Preliminary Data Report: Penny Billman briefed that during the past month the Data team has met and identified where critical data is missing. We are now following up with key informants to validate the data. We are also conducting a propensity analysis of the data to ensure no groups are underrepresented.

A list of key informants and focus groups, list of additional data sources that will be used, and key informant survey was presented and discussed. The data listed in the key informant survey are critical needs/gaps identified from all three surveys. Recommendation was to add first responders to list of key informants.

2. Plan for Data Validation: The data will be broken down into two groups for validation; Mental Health and Substance Abuse, and Intellectual and Developmental Disability. The gaps that were identified will be presented to key informants, via a survey format, to validate and to identify the three most critical needs. We will also be reaching out to private providers to obtain capacity.

Discussion was held regarding the Strategic Planning session scheduled to be held on January 9, 2015 with consensus to postpone to February 13, 2015. Richard Kunnert moved and Matt Toohey seconded to postpone the Strategic Planning session to February 13, 2015. With that, all members voted aye, motion carried.

MESSAGING/MARKETING SUB-COMMITTEE ..................(No Meeting)
Marketing committee will meet on December 22, 2015 to work on draft press release and messaging back to the community to define and inform them on where we are in the process. We will also thank them for their participation and identify the academic partners that are assisting us with the data.

FUNDING/RECOMMENDATIONS SUB-COMMITTEE .................(No meeting)
Meeting will be established in January to identify how we can fund the gaps. NINCE and NIU-College of Business have been contacted requesting academic support.

SUPER UTILIZER WORKGROUP: Mike Bacon briefed that the group is focused on accomplishing a Housing First initiative; just trying to find ways to fund. There is a close connection between health and housing. The housing first initiative provides supportive service housing for those in need. Funding is being looked for at the local, state and federal level.

Discussion was held on bed bug epidemics in residential supportive housing. Sandra Martell briefed that the Health Department is working on creating ordinances regarding bed bug issue.
MEETING ADJOURNMENT: There being no further business, the meeting adjourned at 8:52 a.m. with a motion by Matthew Toohey and seconded by Carol Klint, all members voted aye in favor, motion carried.

Approved by the Mental Health Advisory Committee 1/21/2016

Richard Kunnew, Secretary
Winnebago County Mental Health Advisory Committee

Next Meeting: Thursday, January 21, 2015 at 7:30 am; Rosecrance Center, 1021 North Mulford Road, Rockford, IL