

CMHB, Moraine Township Minutes of Board Meeting March 23, 2026

The meeting was called to order at 6:30 pm by Secretary Kari Guhl at the Moraine Township Office located at 800 Central Ave, Highland Park.

The following Board Members were in attendance in person: Secretary Kari Guhl, Members Daniel Jenks, Allison Levin, and Desmond Raftery.

Also present: Moraine Township Administrator Sanela Abazovic.

Remote attendance: Member Daniel Yohanna, Nora Barquin, Heather Schwartz and Case Manager/ Community Liaison Guadalupe Somerville.

Absent: Member Zach Duenow and Chair David Pausher

Public Comment:

- None

Approval of Minutes:

- Approval for March 9, 2026 Meeting Minutes was postponed due to the absence of quorum.

Approval of Bills:

- Approval of the bills for the period of March 10, 2026 to March 23, 2026 in the amount of \$7,450.00 was postponed due to the absence of quorum.

Financial Reports:

- None

Action Items:

- The approval of the Grant Services Contract was postponed.

Chair's Remarks:

- None

Executive Session:

- None

Standing Committee Reports:

Governance: Members Yohanna and Levin

- None

Finance: Members Jenks and Yohanna

- None

Grants: Chair Paushter and Member Barquin

- None

Working Group Reports:

Website/Navigation: Member Duenow and Secretary Guhl

- Member Barquin and Case Manager/ Community Liaison Guadalupe Somerville have translated and updated the Spanish section of the website.

Convening: Members Barquin and Raftery

- None

Communication/Outreach: Secretary Guhl and Member Raftery

- Secretary Guhl provided copies of the final mailer announcing that the CMHB website is now live and available for use. Mailers have been printed and will be distributed to all Moraine Township residents by State Graphics. In addition, posters were made for Board members to help distribute to local community organizations and businesses.

Strategic Planning: Members Levin and Schwartz

- Member Levin reported that the Strategic Planning Committee has a scheduled meeting on April 10, 2026 with Leading Healthy Futures to discuss the Strategic Plan Implementation road map.

Old Business:

- Case Manager/ Community Liaison Guadalupe Somerville conducted a detailed review of the Grant Application Scoring Rubric. In addition, she reviewed the Grant Application Summary Sheet which will summarize key grant application details in order to streamline the grant application review process. The Board provided feedback and recommended revisions.

New Business:

- None

Staff Report:

- Administrator Abazovic informed the Board that all grant applications will be provided to the Board via a compressed (ZIP) file.
- Case Manager/ Community Liaison Guadalupe Somerville informed the Board that the Grant Application materials have been published on the website as of March 10, 2026. Applications are due by April 10, 2026. Positive community feedback has been received, reflecting strong interest in applying for grant funding.

Case Manager/ Community Liaison Guadalupe Somerville will work with Leading Healthy Futures to finalize the Grant Application Summary Sheet and Grant Application Scoring Rubric. Final documents will be provided to the Board by the next board meeting on April 13, 2026.

Adjournment:

Meeting adjourned at 7:55 pm.

Respectfully submitted:

/s/ Kari Guhl

Acting CMHB Secretary- Guadalupe Somerville