

**PALATINE TOWNSHIP
COMMUNITY MENTAL HEALTH BOARD
Palatine Township
721 S. Quentin Road, Palatine, IL 60067
June 8, 2026 5:30 PM**

Minutes

CALL TO ORDER

President Joe Serio called the meeting to order at 5:32 p.m.

ROLL CALL

Secretary McKillop called the roll and the following members were present:

PRESENT IN THE ROOM:

Jennifer Iannuzzelli, Sarah McKillop, Kathy Millin, Joseph Serio, Jiby Vettickal, and Trustee Michael Smolka arrived during the roll call.

Also present was Administrator Chychula and Community Mental Health Board Attorney Mark Kimzey.

PLEDGE OF ALLEGIANCE

Anna Chychula led all in the Pledge of Allegiance.

PUBLIC COMMENT

Dayna Prochaska, 154 W. Conference Street, Palatine, IL. Ms. Prochaska spoke in support of President Serio for his leadership, behavioral health experience, and commitment to serving Township residents.

Scott Prochaska, 154 W. Conference Street, Palatine, IL. Mr. Prochaska supported President Serio's re-election, citing the importance of leadership continuity.

Patty Hamm, 228 W. Wilson Street, Palatine, IL. Ms. Hamm read a statement from Justin O'Rourke supporting President Serio's re-election and also expressed her own support.

PRESENTATIONS

None

APPROVAL OF MINUTES:

MOTION by Member Vettickal, seconded by Member Iannuzzelli to approve the May 11, 2026 Community Mental Health Board minutes.

MOTION CARRIED 6-0

ADMINISTRATOR'S REPORT

The Administrator reported that bills are reviewed and approved by the President. She also updated the Board on the upcoming Submittable Grant Software presentation at the Township Board meeting. All Mental Health Board members are invited to attend and will receive an overview packet of the presentation. Information will be provide for those unable to attend.

PRESIDENT'S REPORT

President Serio reported that the Village of Palatine issued a proclamation recognizing Mental Health Awareness Month. Board member Sarah McKillop represented the Community Mental Health Board at the proclamation presentation.

OLD BUSINESS

a. FUNDING APPLICATION UPDATES

President Serio reported that the revised grant application had been updated to reflect feedback from the previous meeting and converted to a fillable PDF. The Board discussed the application's release and future integration with the Submittable grant management platform, agreeing to proceed with the application while implementation of the platform continues. The Board also approved a grant timeline, with the application to be released following the July Board meeting and a submission deadline of 4:00 p.m. on September 4, 2026. Additional discussion included establishing a dedicated email address for grant submissions, providing weekly submission summaries, and distribution options for Board members.

b. BOARD MEMBER ASSIGNMENT UPDATES (INFORMATION ONLY)

The Board received updates on outreach and marketing efforts. Discussion included coordinating attendance at upcoming municipal meetings, developing a communications calendar, and preparing press releases and social media announcements to promote the grant program. It was noted that all Township communications would follow the established approval process. The Board also discussed outreach timelines and coordination with local agencies and municipalities.

NEW BUSINESS

In accordance with the Community Mental Health Act, a President and Secretary must be elected each year before July 1. President Serio opened nominations for the office of President.

Nomination: Jennifer Iannuzelli nominated Joe Serio for re-election as President.

Second: Kathy Millin seconded the nomination.

There being no further nominations, nominations were closed. Board members expressed support for President Serio's continued leadership during the Board's formative stages. President Serio accepted the nomination.

Vote: Joe Serio was elected President by unanimous voice vote, effective July 1, 2026.

Election of Secretary

President Serio opened nominations for the office of Secretary.

Nomination: Kathy Millen nominated Sarah McKillop for re-election as Secretary.

Second: Jennifer Iannuzelli seconded the nomination.

There being no further nominations, nominations were closed. Board members expressed appreciation for Ms. McKillop's service as Secretary.

Vote: Sarah McKillop was elected Secretary by unanimous voice vote, effective July 1, 2026.

OTHER BUSINESS

None

ADJOURN

MOTION by Member Millen, seconded by Member Iannuzelli to adjourn at 6:14 pm

MOTION CARRIED 6-0

A handwritten signature in cursive script, reading "Sarah McKillop", is written over a horizontal line.

