

MINUTES OF

RIVERSIDE TOWNSHIP MENTAL HEALTH BOARD (RTMHB) MEETING

11/19/2025

A meeting of the Riverside Township Mental Health board was held on Wednesday, November 19th, 2025 at the Riverside Town Hall, Riverside Road, Riverside IL.

Adam Wilt, President, served as Chair and called the meeting to order at 6:31p.m. Melinda Lehman served as Recording Secretary.

Present were:

Christine Carr

Joe DeRosier

Timothy Heilenbach

Cynthia Kazmarczyk

Melinda Lehman

Adam Wilt

Joe Troiani

Absent was:

Kara Kalnitz

Also present were:

Don Bestwina, Pillars Community Health

Shawn Lewis, Aging Care Connections

April Michalski, WSSRA

Peter Strietzel, Thrive

Chris Ward, Way Back Inn

Yvette Williams, Helping Hand

The Chair called for any comments, corrections, or additions to the minutes of the board meeting held on Wednesday, October 15th, 2025. Thereupon, on motion made by Christine Carr and seconded by Cynthia Kazmarczyk, with Joe DeRosier abstained from the vote, the following resolution was adopted.

RESOLVED, that the minutes of the meeting of the Riverside Township Mental Health Board held on October 15th, 2025, are herewith approved as circulated.

Adam read and reviewed the Treasurer's Report for the month of November previously sent by email to Board members. He reported that the beginning savings account balance on October 1 was \$5,330.64 and the ending balance on October 31 was \$2,917.82. In the checking account the beginning balance in June was \$25,491.38. There were 3 disbursements totaling \$22,405.56 and the ending balance was \$2,917.82 with 2 disbursements totaling \$168.00 awaiting clearance. Adam reported that agencies are not receiving additional payments at this meeting, because tax revenue has not yet been received in the Mental Health Board's bank account due to the delay in tax bills going out. The board will seek to approve some of those outstanding payments so that when revenue from the late tax bills is finally received, payment can be processed immediately.

Tim noted tax bills are due Dec 15, 2025 and that the next bill will also be late, due April 1.

Thereupon, the following motion was made by Christine Carr seconded by Timothy Heilenbach, and upon vote taken was unanimously adopted:

RESOLVED, that the Treasurer's Report for the month of November, be and the same is herewith approved, ratified and confirmed, a copy of which is attached hereto, incorporated by reference and made a part of these minutes.

Joe Troiani shared his Consultant's Report (attached). After discussion, a need to move the film date for the "The Kids are Not Alright" presentation to accommodate travel schedules was identified.

There was a motion by Joe DeRosier, second by Timothy Heilenbach, for Tim to meet with the video team to move the filming date for the "The Kids are Not Alright" presentation to Feb 21 or 28, 2026 (with Feb 7th as a third option) so that Joe Troiani could be available to function as moderator. The motion was passed unanimously.

Agency Reports:

Aging Care Connections – Shawn reported that the CRC is continuing to attend Riverside/North Riverside libraries and events there are going well. Open enrollment for Medicare/Medicaid are ongoing and he is helping people with that and Low Income Housing Energy Assistance Program applications. He noted visits to the food pantry have greatly increased, from an average of 4-5 people a day to 10-15. The agency appreciates that local residents have been helping out with food donations as their stock is low most evenings so the new donations every day have been welcome, as are Riverside Foods' matching community donations, and schools or community groups making donations. They plan to give away 42 gift cards this year. Additionally, the CRC is working with WWII veterans or widows/widowers of WWII veterans (2 this week) to enroll them in the new WWII tax exemption. Shawn asked those assembled to mention these exemptions to any people they know who fit the requirements.

Pillars – Don reported their outgoing CEO is finalizing their transition and the new CEO will take over within the next few days. Their new mental health clinician at Riverside Brookfield High School started 6 weeks ago and now has a caseload 18. Beth, the clinician, is very satisfied with their progress there to date. Buddy's place, their child & adolescent bereavement program, has ended their fall session, 24 clients were involved. Their Art Show at the Loft teen center was extremely well attended. 52 pieces of teen art were on display and it was a very positive experience for the teens & their parents.

Helping Hand – Yvette reported that their agency has received approval to be a Community Health Center. While their CFO has resigned, they have new CFO who will join the agency mid-December, with key staff pitching in to cover the position until that happens. Their recent movie night was very successful with a large group attending; due to weather it was held indoors. They have had families/team members struggling with food insecurity with the loss of SNAP benefits due to the federal government shutdown, so they have prepared a list of resources, collected food, and are doing a holiday bonus to help staff with additional funds, as well as preparing to provide Turkey Baskets for Thanksgiving and collecting holiday gift lists. They will have their behavioral health site visit for the Health Center on Dec 2.

Thrive – Peter reported that Thrive has created five new therapy offices, and they now have 70 members. Caseloads are growing as are service hours. The Federal portion of Medicaid accounts for 25% of their funding, and they are creating contingency plans in case that funding is lost. They plan to expand their case management program to better serve the community.

Way Back Inn – Chris reported that the Way Back Inn is opening a young person's recovery program for 18 to 24 year olds that will be provided at no cost to clients, based on a new grant. This program will focus on those recovering from opioids and/or stimulants. This is a pilot

program that will run through September 30th of 2026. It provides supportive recovery housing and certified recovery support specialists; if they choose to also get treatment, they can come to the main location for clinical support. But this is a residential program– 3 months rent free, with a transportation stipend. Also they have been doing Level 1 and Level 2 training (intervention/peer support sessions).

WSSRA – April reported that they had their annual fundraiser on November 7, although they don't have the final numbers in yet for it. They are preparing for their holiday events – they will be hosting bingo in North Riverside, attending Riverside's stroll, and other events.

All reports submitted by RTMHB supported agencies are attached to these minutes.

OLD BUSINESS

Timothy Heilenbach provided an update on the 2025 tax levy request. He reported that Riverside Township is planning for a 2.9% levy, and recommended that RTMHB adopt a 2.9% levy as well. Following a discussion that the impact on township residents should be minimal, Tim made a motion to move the RTMHB tax levy to 2.9%. The motion was seconded by Chris. The motion was carried unanimously.

Adam provided an update on the Community Engagement Committee. Cindy provided feedback about her RTMHB presentation for the North Riverside Block Captains meeting, which was well received. She noted few individuals seemed to know about 708-board functions. She is working with the North Riverside Library for another presentation in early 2026. Tim said the Riverside Township board would like a presentation, probably early 2026 as well. Adam requested the assembled agencies let the board know if anyone would like a presentation, and Tim suggested that prior to the agency's board meetings might be an opportune time. Chris Ward of Wayback Inn responded positively and said he will work towards getting approval for that at Wayback Inn.

In adding to the discussion of the "The Kids Are Not Alright" presentation discussed previously, Tim clarified his moderator role for the program. The program will focus on how students are still struggling with mental health issues from the 2-year COVID lockdown period and discuss the availability of solutions to help them. He discussed latent COVID lockdown effects are being seen in non-students as well, as it's being reported even 18-20 year olds entering the military, or those being discharged in their mid-20's are presenting with a higher need for mental health services. He reiterated that this presentation will be a good opportunity for our agency partners to make the community aware of the services they provide to children and adolescents.

NEW BUSINESS:

The Chair led a discussion on the open position for the RTMHB Administrative Secretary. Riverside Township Supervisor Vera Wilt has recommended applicant Maritza Zitzer, who has a legal secretary background and meets all requirements (her resume is posted to the Google platform). Adam noted the plan is to have the Administrative Secretary start at the RTMHB January 21, 2026 meeting, but that training will be needed. A plan was made to discuss the position's salary in an Executive Committee meeting prior to the January 21 meeting. Adam will send a formal letter of acceptance to the applicant.

Motion was made by Kris and seconded by Cindy to authorize the RTMHB Executive Committee to approve the hiring of Maritza Zitzer for board administrative secretary.

The Chair called for a roll call vote in accordance with the provisions of Article III, Section 7c of the Constitution and bylaws, which was recorded as follows:

Christine Carr	In favor
Joe DeRosier	In favor
Timothy Heilenbach	In favor
Cynthia Kazmarczyk	In favor
Adam Wilt	In favor
Melinda Lehman	Abstained

The motion passed unanimously.

RESOLVED, the Riverside Township Mental Health Board is authorized to approve the hiring of Maritza Zitzer for the role of Administrative Secretary.

Outstanding Payables

The Chair read the list of outstanding payables, totaling \$110,722.88:

- \$58,366.69 To Pillars Community Health (community grant remainder)
- \$36,639.75 To Helping Hand (community grant remainder)
- \$10,728.94 To Community Support Services (community grant remainder)
- \$3,000 To Joe Troiani (quarterly salary)
- \$450 To Melinda Lehman (acting secretary)
- \$1,587.50 to ACMAHI (annual dues)

Payables were put forth for approval but will be paid out when sufficient funds are received to do so, due to the late tax notices/payments.

Tim made a motion, seconded by Cindy, to approve the current payables for payment whenever sufficient funding is available. The motion was passed unanimously.

The Chair called for a roll call vote in accordance with the provisions of Article III, Section 7c of the Constitution and bylaws, which was recorded as follows:

Christine Carr	In favor
Joe DeRosier	In favor
Timothy Heilenbach	In favor
Cynthia Kazmarczyk	In favor
Melinda Lehman	In favor
Adam Wilt	In favor

RESOLVED, that the Accounts Payable report for the month of October, be and the same is herewith approved, ratified and confirmed, a copy of which is attached hereto, incorporated by reference and made a part of these minutes.

Other comments:

Tim requested agencies remove the previous administrative secretary (Joan) from their email lists for the agency reports, but requested they add consultant Joe Troiani at CDRJET@aol.com to their lists. He reminded them that the deadline for agency reports is the Friday before the RTMHB meeting. The Chair reminded agencies that they can send reports earlier (ie, the first of the month) if that is more convenient. The reports should be brief and update the board about what services are being provided to Riverside Township residents, and demonstrate the impact of the funds the board provides.

Next meeting is January 21, 2026 at WayBack Inn's facility at 412 Wesley, Oak Park, IL.

The following meeting will be held at Helping Hand's facility at 3732 Grand Blvd, Brookfield, IL, with the March meeting at the Riverside Township Hall.

Joe Troiani congratulated the partner agencies that have become Community Health Centers for completing a difficult process but one that brings more funding and results in expanded services to the community.

Christine Carr made a motion to adjourn, second from Joe DeRosier at 7:39 p.m. The motion was passed unanimously. Meeting was adjourned at 7:39 p.m.

Respectfully submitted,

Melinda Lehman, Acting Recording Secretary

APPROVED:

Adam Wilt, President

Kara Kalnitz, Secretary-Treasurer