

Memorandum of Understanding

Community Mental Health Board (708 Board) agrees to pay consideration of five-thousand dollars (\$5,000.00) yearly to the Jackson County Board (the Board) in exchange for services rendered by the Board. The services provided by the Board will assist 708 Board in fulfilling the requirements of the Community Mental Health Act (the Act), 405 ILCS 20. This agreement is made under the powers of 708 Board pursuant to the Act, specifically Sections 20/3e(2)(a)&(b). The services rendered to 708 Board by the Board will include, but are not limited to, the following:

- 1) Attend all scheduled 708 Board meetings, take notes at the meeting, maintain a record of meetings, prepare minutes and agendas, as well as store and maintain said records and agendas, pursuant to Section 3e(1)(k) of the Act, the Local Records Act, 50 ILCS 205, and the Open Meetings Act, 5 ILCS 120; and
- 2) Prepare packets for each 708 Board member for each meeting, pursuant to Section 3e(1)(k) of the Act; and
- 3) Provide new 708 Board members with orientation materials, pursuant to Section 3e(1)(k) of the Act; and
- 4) Maintain a record of the budget for 708 Board and assist with disbursements and allocations as directed by 708 Board, pursuant to Sections 3e(1) and 3f of the Act; and
- 5) Provide regular budget reports for review at scheduled meetings, pursuant to Section 3e(1) of the Act; and

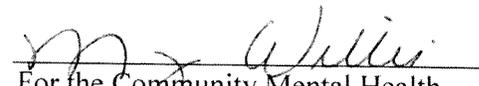
- 6) Post scheduled meetings and meeting changes on the 708 Board website, pursuant to Sections 3e(1)(a)-(c) and 3e(1) (k) of the Act and the Open Meetings Act, 5 ILCS 120; and
- 7) Publish and notify agencies when proposals are due, pursuant to Sections 3e(1)(h) & (i), 3e(2)(g), and 3f of the Act and the policies of the 708 Board.

This agreement will take effect upon approval by both parties. Any changes to this agreement must be negotiated between the 708 Board and the County Board. This agreement will terminate upon advance written thirty (30) day notice to the other party.

DATE: September 16, 2014, 2014



For the Jackson County Board



For the Community Mental Health
(708) Board