

**Proviso Township Mental Health Commission  
Meeting Minutes –January 16, 2013  
4565 Harrison Street  
Hillside, IL 60162**

**Present**

Michael A. Corrigan  
Michelle De La Rosa  
Sherby Miller  
Arturo J. Mota  
Kathy M. Ryan  
Eric R. Sawchuk  
Angela D. Walker

**Staff**

Nancy Colucci  
Jesse D. Rosas

**Guests**

Attorney: Eric Stach

\*Denotes absent

President Corrigan presided and called the meeting to order at 6:30 p.m.

The Pledge of Allegiance was recited.

Secretary Miller called the roll. The following Commissioners represented a Quorum:

Michelle De La Rosa  
Sherby Miller  
Arturo J. Mota  
Kathy M. Ryan

Eric R. Sawchuk  
Angela D. Walker  
Michael A. Corrigan

**MINUTES**

President Corrigan asked for a motion to approve the minutes from the November 28, 2012 Board Meeting. Treasurer Mota moved to approve the minutes as presented. Vice President Sawchuk seconded the motion.

The Board was polled:

Michelle De La Rosa	Aye	Eric R. Sawchuk	Aye
Sherby Miller	Aye	Angela D. Walker	Aye
Arturo J. Mota	Aye	Michael A. Corrigan	Aye
Kathy M. Ryan	Aye		

Motion Carried

**PRESIDENT'S REPORT**

President Corrigan presented the End of the Year Workshop 2012 update and cost comparison with the 2011 Workshop.

President Corrigan discussed the email addresses for the Commissioners' PTMHC business cards. Citing that since there was only one PTMHC email address available, he recommended the Commissioners use a personal email address or opt for no email address. Executive Director Rosas stated that the Administrative Assistant would be calling each Commissioner the following day for their choices and place the order for their cards.

President Corrigan reported that the December update on the Coast2Coast Rx prescription cards wasn't available yet and would pass the information on as soon as it became available.

**TREASURER'S REPORT**

Treasurer Mota presented the Financial Status report for November 2012. President Corrigan moved to accept the report as presented. Commissioner Ryan seconded the motion.

The Board was polled:

Michelle De La Rosa	Aye	Eric R. Sawchuk	Aye
Sherby Miller	Aye	Angela D. Walker	Aye
Arturo J. Mota	Aye	Michael A. Corrigan	Aye
Kathy M. Ryan	Aye		

Motion Carried

President Corrigan asked for a motion to approve the payment of Bills & Disbursements for the month of November 2012. Treasurer Mota moved to approve the payment of Bills & Disbursements for the month of November 2012. Commissioner Ryan seconded the motion.

The Board was polled:

Michelle De La Rosa	Aye	Eric R. Sawchuk	Aye
Sherby Miller	Aye	Angela D. Walker	Aye
Arturo J. Mota	Aye	Michael A. Corrigan	Aye
Kathy M. Ryan	Aye		

Motion Carried

Treasurer Mota presented the Financial Status report for December 2012. President Corrigan moved to accept the report as presented. Vice President Sawchuk seconded the motion. The Board was polled:

Michelle De La Rosa	Aye	Eric R. Sawchuk	Aye
Sherby Miller	Aye	Angela D. Walker	Aye
Arturo J. Mota	Aye	Michael A. Corrigan	Aye
Kathy M. Ryan	Aye		

Motion Carried

President Corrigan moved to approve the payment of Bills & Disbursements for the month of December 2012. Treasurer Mota seconded the motion. The Board was polled:

Michelle De La Rosa	Aye	Eric R. Sawchuk	Aye
Sherby Miller	Aye	Angela D. Walker	Aye
Arturo J. Mota	Aye	Michael A. Corrigan	Aye
Kathy M. Ryan	Aye		

Motion Carried

#### **ATTORNEY'S REPORT**

Attorney Stach reported that all of the Board Commissioners had gained their certificates after passing the Open Meetings Act exam.

Executive Director Rosas announced that the staff Contract Manager Katherine Krych was the new FOIA Officer.

#### **EXECUTIVE DIRECTOR'S REPORT**

Executive Director Rosas reviewed his Annual Report with the Board. Commissioner Ryan remarked on the excellent work and design the Executive Director had performed in constructing the report.

The Executive Director gave the Board an update on the NSP citing the sales of four houses. He also informed the Board that the lot for the one home that had burnt down would be landed back and held for one year before another home could be developed. The new home would be designated to a disabled veteran.

**NEW BUSINESS**

The Executive Director asked the Board to approve the annual ACMHAI Association dues in the amount of \$20,174.00 to be paid in two payments. President Corrigan moved to approve the payment of the annual ACMHAI Association dues in the amount of \$20,174.00, to be paid semi-annually. Commissioner Ryan seconded the motion.

The Board was polled:

Michelle De La Rosa	Aye	Eric R. Sawchuk	Aye
Sherby Miller	Aye	Angela D. Walker	Aye
Arturo J. Mota	Aye	Michael A. Corrigan	Aye
Kathy M. Ryan	Aye		

Motion Carried

Executive Director Rosas reported the changes made to the Funding Guidelines to the Board as a result of the Affordable Care Act citing the stricter guidelines for agency applications. President Corrigan conferred with Attorney Stach to determine if any changes were necessary to the guidelines as presented. Attorney Stach remarked that there were no fundamental changes. President Corrigan moved to approve the funding guidelines. Treasurer Mota seconded the motion. The Board was polled:

Michelle De La Rosa	Aye	Eric R. Sawchuk	Aye
Sherby Miller	Aye	Angela D. Walker	Aye
Arturo J. Mota	Aye	Michael A. Corrigan	Aye
Kathy M. Ryan	Aye		

Motion Carried

President Corrigan announced that he had to excuse himself from the meeting at 6:56pm to attend another appointment. He asked Vice President Sawchuk to conduct the remainder of the meeting.

The Executive Director presented the annual invitations of fundraising events sent to the Commission and asked for a motion to approve the purchase of tickets and tables in an amount not to exceed \$6,500.00. Secretary Miller moved to approve the purchase of tickets and tables in an amount of \$6,500.00. Treasurer Mota seconded the motion.

The motion was withdrawn because it did not contain the wording "not to exceed".

Secretary Miller moved to approve the purchase of tickets and tables to the various invitations of fundraising events in an amount not to exceed \$6,500.00. Treasurer Mota seconded the motion as presented.

The Board was polled:

Michelle De La Rosa	Aye	Eric R. Sawchuk	Aye
Sherby Miller	Aye	Angela D. Walker	Aye
Arturo J. Mota	Aye	Michael A. Corrigan	Absent
Kathy M. Ryan	Aye		

Motion Carried

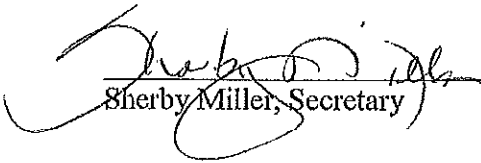
**ADJOURNMENT**

There being no other business, Vice President Sawchuk asked for a motion to adjourn at 7:04 pm. Secretary Miller so moved. Treasurer Mota seconded the motion.

The Board was polled:

Michelle De La Rosa	Aye	Eric R. Sawchuk	Aye
Sherby Miller	Aye	Angela D. Walker	Aye
Arturo J. Mota	Aye	Michael A. Corrigan	Absent
Kathy M. Ryan	Aye		

Motion Carried

  
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Sherby Miller, Secretary

Nancy Colucci  
Recorder