

**Proviso Township Mental Health Commission  
Meeting Minutes –March 21, 2012  
4565 Harrison Street  
Hillside, IL 60162**

**Present**

Michael A. Corrigan  
Michael M. Chvatal  
Michelle De La Rosa  
Sherby Miller  
Arturo J. Mota  
Kathy M. Ryan  
\*Eric R. Sawchuk

**Staff**

Nancy Adams  
Nancy Colucci  
Katherine Krych  
Lisa Loster  
Jesse Rosas

**Guests**

Dennis Colucci  
Joseph Vasilevski

Attorney: James Vasselli

\*Denotes absent

President Corrigan presided and called the meeting to order at 6:33 p.m.

In the absence of Secretary Eric R. Sawchuk, President Corrigan appointed Commissioner Michelle De La Rosa as Secretary Pro-Tem.

The Secretary Pro-Tem called the roll. The following Commissioners represented a Quorum:

Michael M. Chvatal	Arturo J. Mota
Michelle De La Rosa	Kathy M. Ryan
Sherby Miller	Michael A. Corrigan

**MINUTES**

President Corrigan asked for a motion to approve the minutes from the February 15, 2012 meeting. Vice President Mota moved to approve the minutes as presented. Treasurer Chvatal seconded the motion. The Board was polled:

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

Motion Carried

**TREASURER'S REPORT**

Treasurer Chvatal presented the Financial Status reports for February 2012. President Corrigan moved to accept the Financial Status for February 2012. Commissioner Miller seconded the motion. The Board was polled:

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

Motion Carried

Treasurer Chvatal presented the Bills & Disbursements for February 2012. President Corrigan asked for a motion to approve the payment of Bills & Disbursements for the month of February 2012. Vice President Mota moved to approve the payment of Bills & Disbursements for the month of February 2012. Commissioner Miller seconded the motion. The Board was polled:

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

Motion Carried.

President Corrigan asked for a motion to approve the tentative appropriation for FY12-13 in the amount of \$6,729,000.00. Finance Director Nancy Adams explained that once approved, the tentative appropriation would be available for public inspection for 30 days at the PTMHC offices and a Public Hearing would be scheduled for 6:15 pm prior to the May 16, 2012 Board meeting. Vice President Mota moved to approve the tentative appropriation for FY12-13. Commissioner Miller seconded the motion. The Board was polled:

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

Motion Carried.

**EXECUTIVE DIRECTOR'S REPORT**

Executive Director Rosas discussed the Care Coordination Entity (CCE), informing the Board that the Commission has been in contact with the State of Illinois DHS, and that the State is looking for models and networks to manage their local health care. The Proviso Township Mental Health Commission qualifies and has met with key agencies in the area. The Commission is in a position to move forward and its healthcare network is big enough to undertake this even beyond Proviso. The Commission would collect money for every client in the network per month each time the client used services.

The Executive Director reported on the Medicaid update citing that the Commission is testing data on the re-developed I T System, and when testing is completed, the Commission's attorney will develop the contracts with the entities using the system. Furthermore, the Commission is pursuing Grants that promote Medicaid. This money would go into a separate account to re-pay the Commission with every dollar used for Medicaid. The Commission will be applying for the Second Chance Grant and would notify the Board if the Grant is awarded.

Executive Director Rosas also shared that some Grant applications are delinquent and prepared the Board in the event that some agencies may approach them about reductions in their contracts. The Board made some recommendations for possible disciplinary actions and the Executive Director recommended a 2% reduction in Grant monies for any agency that did not adhere to the Commission's funding policies.

**NEW BUSINESS**

The Executive Director informed that Joseph Vasilevski's duties have grown as he has taken on the Care Trak, Best Buy and Chicago Rush projects.

Executive Director Rosas asked for Board approval to renew Joseph Vasilevski's contract with a 5% increase due to his new role in public relations, his appropriate title to be determined by the Executive Director. President Corrigan asked for a motion to approve a 1-year contract with a 5% increase and change in title for Joseph Vasilevski. Treasurer Chvatal moved to renew a 1-year contract with a 5% increase beginning April 1, 2012 and ending March 31, 2013 and a change in title for Joseph Vasilevski. Vice President Mota seconded the motion.

The Board was polled:

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

Motion Carried.

Executive Director Rosas spoke on the advantages to the Commission in hiring a public relations firm, citing exposure and growth of the Commission.

Treasurer Chvatal recommended a selection process prior to selecting a firm. President Corrigan concurred and moved to establish a sub-committee for the selection and evaluation of public relations firms. Vice President Mota seconded the motion.

The Board was polled:

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

Motion Carried.

Executive Director Rosas explained that the Commission currently does not have the capacity to support a billing system and asked for approval to expand the Commission's system with the EMK Data System software upgrade in the amount up to \$3,000.00. Vice President Mota recommended if the Commission has the funds it could pay for the software in this fiscal year. The Executive Director replied that it did have the funds and would pay for the software upgrade in this fiscal year. President Corrigan moved to approve the EMK Data System software purchase in the amount up to \$3,000.000. Vice President Mota seconded the motion.

The Board was polled:

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

Motion Carried.

The Executive Director asked for approval to support and contribute to the Chicago School of Psychology for the Latino Behavioral Health Conference 2012 in the amount of \$5,000.00. Vice President Mota moved to approve the contribution to the Chicago School of Psychology in the amount of \$5,000.00. Commissioner Miller seconded the motion.

The Board was polled:

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

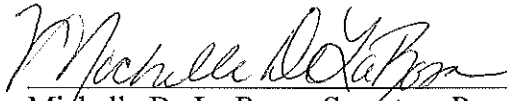
Motion Carried.

**ADJOURNMENT**

President Corrigan moved to adjourn the meeting at 7:23 pm. Vice President Mota seconded the motion. The Board was polled:

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

Motion Carried.

  
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Michelle De La Rosa, Secretary Pro-Tem

Nancy Colucci  
Recorder

