

**Proviso Township Mental Health Commission
Meeting Minutes –November 28, 2018
4565 Harrison Street
Hillside, IL 60162**

Present

Michael A. Corrigan
Michelle De La Rosa
Cedric D. Giles
ShawnTe Raines
Eric R. Sawchuk
Orlando Velasquez
*Angela D. Walker

Staff

Nancy Colucci
Jesse Rosas

Guests

David M. Jelonek

Attorney: Marquita L. Trotter

*Denotes absent

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

Secretary De La Rosa called the roll. The following Commissioners represented a Quorum:

Michael Corrigan
Michelle De La Rosa
ShawnTe Raines

Eric R. Sawchuk
Orlando Velasquez

The Pledge of Allegiance was recited.

The President conducted the swearing in ceremony of the newly appointed Commissioner, Cedric D, Giles, who replaces Commissioner Chloé G. Pedersen.

MINUTES

President Corrigan asked for a motion to approve the minutes from the October 2018 Board meeting. Treasurer Sawchuk moved to approve the minutes as presented. Vice President Raines seconded the motion.

The Board was polled:

Michelle De La Rosa	Aye	Orlando Velasquez	Aye
Cedric D. Giles	Abstain	Angela D. Walker	Absent
ShawnTe Raines	Aye	Michael A. Corrigan	Aye
Eric R. Sawchuk	Absent		

Motion Carried

PRESENTATION

GW& Associates partner David M. Jelonek presented the Proviso Township Mental Health Commission Annual Audit Report for FY17-18. His opinion was that the Commission Audit was clean and unmodified, was in a strong financial position and the net pension assets were healthy. President Corrigan asked if the Board had any questions or comments. There being none, the President thanked Mr. Jelonek for his thorough presentation.

PRESIDENT’S REPORT

President Corrigan gave an update on the Coast2Coast Rx Program and explained the changes in their payment policy.

President Corrigan announced the details for the Agency CEO Recognition Dinner to take place on January 30, 2019.

TREASURER’S REPORT

Treasurer Sawchuk presented the Financial Status report for October 2018. President Corrigan asked for a motion to accept the Financial Status report for October 2018. Vice President Raines moved to accept the Financial Status report for October 2018. Commissioner Velasquez seconded the motion.

The Board was polled:

Michelle De La Rosa	Aye	Orlando Velasquez	Aye
Cedric D. Giles	Aye	Angela D. Walker	Absent
ShawnTe Raines	Aye	Michael A. Corrigan	Aye
Eric R. Sawchuk	Aye		

Motion Carried

Treasurer Sawchuk presented the Receipts & Disbursements for the month of October 2018. President Corrigan asked for a motion to approve the Receipts & Disbursements for October 2018. Treasurer Sawchuk so moved. Commissioner Velasquez seconded the motion.

The Board was polled:

Michelle De La Rosa	Aye	Orlando Velasquez	Aye
Cedric D. Giles	Abstain	Angela D. Walker	Absent
ShawnTe Raines	Aye	Michael A. Corrigan	Aye
Eric R. Sawchuk	Aye		

Motion Carried

ATTORNEY'S REPORT

Attorney Marquita L. Trotter had no report.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Rosas gave an update on the American Dream Project adding a request for the opportunity to review everything with the attorneys as a formality. President Corrigan queried the Board for any objection to the request. There being no objections, President Corrigan cited that no vote was needed and permission was given by soft consensus.

The Executive Director spoke about the current issues with the PLCCA site visit. He explained that the Director of Compliance, Ms. Katherine Krych could not properly review all the files again because most of the files were unavailable. Some were just missing and could not be located by staff, some were archived and others were stolen. The Executive Director pointed out that the continued issues like these are the reason why the Commission has gradually reduced their funding the last three years and that it has done all it can to help them get organized. The Executive Director requested we allow one final audit to ensure we follow proper protocol. He indicated the Commission will do a 100% audit on all programs December 11. If the results are the same he will have no alternative but to recommend we take aggressive action.

Executive Director Rosas explained that the YMCA Letter of Intent (LOI) proposal to Menard's regarding their building in Melrose Park as a possible donated property the YMCA could move into would also include an Early Childhood Development Program. He asked if the Board had any objections to proceed with a review of this proposal with the attorneys. The Board had no objections.

The Executive Director cited the cost savings of over \$10,000.00 with the MEDez Implementation Project.

NEW BUSINESS

President Corrigan stated there were no questions or comments about the Commission Audit for FY17-18 as presented by GW& Associates. The President moved to accept the FY17-18 Audit as presented. Treasurer Sawchuk seconded the motion.

The Board was polled:

Michelle De La Rosa	Aye	Orlando Velasquez	Aye
Cedric D. Giles	Abstain	Angela D. Walker	Absent
ShawnTe Raines	Aye	Michael A. Corrigan	Aye
Eric R. Sawchuk	Aye		

Motion Carried

Executive Director Rosas explained the purpose of amending the PTMHC's IT contract with Agencies which have access to it, and who also give their managers access. When staff leaves or retires, they may still have access, unless the agency deletes their access. PTMHC's contract should include language that holds the agency responsible to delete access. Vice President Raines pointed out that the Agencies are under the same HIPAA rules and regulations as the Commission is and is responsible even without the amended language.

President Corrigan made the motion to amend the language in the PTMHC's IT Contract. Vice President Raines seconded the motion.

The Board was polled:

Michelle De La Rosa	Aye	Orlando Velasquez	Aye
Cedric D. Giles	Abstain	Angela D. Walker	Absent
ShawnTe Raines	Aye	Michael A. Corrigan	Aye
Eric R. Sawchuk	Aye		

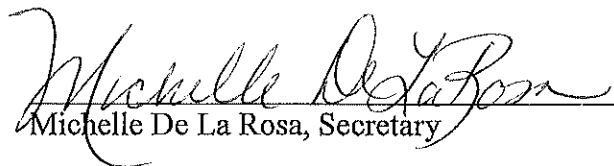
Motion Carried

ADJOURNMENT

President Corrigan stated that there was no other business and called for a motion to adjourn the meeting at 7: 10 pm. Commissioner Giles so moved. Treasurer Sawchuk seconded the motion. The Board was polled:

Michelle De La Rosa	Aye	Orlando Velasquez	Aye
Cedric D. Giles	Aye	Angela D. Walker	Absent
ShawnTe Raines	Aye	Michael A. Corrigan	Aye
Eric R. Sawchuk	Aye		

Motion Carried


Michelle De La Rosa, Secretary

Nancy Colucci, Recorder