

**Proviso Township Mental Health Commission
Meeting Minutes –September 19, 2018
4565 Harrison Street
Hillside, IL 60162**

Present

*Michael A. Corrigan
Michelle De La Rosa
Chloé G. Pedersen
*ShawnTe Raines
Eric R. Sawchuk
Orlando Velasquez
Angela D. Walker

Staff

Nancy Colucci
Jesse D. Rosas

Guests

Tiffany Nelson-Jaworski
Joseph Vasilevski

Attorney: Marquita L. Trotter

*Denotes absent

In the absence of President Corrigan, Treasurer Sawchuk called the meeting to order at 6:30 p.m.

Treasurer Sawchuk asked for a motion to be appointed as President Pro-tem. Commissioner Walker so moved. Commissioner Pedersen seconded the motion.

The Board was polled:

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

Motion Carried

The Pledge of Allegiance was recited.

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

Michelle De La Rosa	Orlando Velasquez
Chloe G. Pedersen	Angela D. Walker
Eric R. Sawchuk	

MINUTES

President Pro-tem Sawchuk asked for a motion to approve the minutes from the June 20, 2018 Board meeting. Commissioner Velasquez moved to approve the minutes as presented. Commissioner Walker seconded the motion. The Board was polled:

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

Motion Carried

PRESIDENT'S REPORT

President Pro-tem Sawchuk gave an update on the Coast2Coast Rx Program stating that the program continued to give good discounts and was getting good utilization for April and May 2018.

TREASURER'S REPORT

The President Pro-tem Sawchuk presented the Financial Status report for June 2018. Commissioner Pedersen moved to accept the Financial Status report for June 2018 as presented. Commissioner Velasquez seconded the motion. The Board was polled:

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

Motion Carried

President Pro-tem Sawchuk moved to approve the Receipts & Disbursements for the month of June 2018. Commissioner Pedersen seconded the motion. The Board was polled:

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

Motion Carried

The President Pro-tem Sawchuk presented the Financial Status report for July 2018 and moved to accept the report as presented. Commissioner Pedersen seconded the motion.

The Board was polled:

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

Motion Carried

President Pro-tem Sawchuk moved to approve the Receipts & Disbursements for the month of July 2018. Commissioner Pedersen seconded the motion.

The Board was polled:

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

Motion Carried

The President Pro-tem Sawchuk presented the Financial Status report for August 2018. Commissioner Walker moved to accept the report presented. Commissioner Pedersen seconded the motion.

The Board was polled:

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

Motion Carried

President Pro-tem Sawchuk moved to approve the Receipts & Disbursements for the month of August 2018. Commissioner Pedersen seconded the motion.

The Board was polled:

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

Motion Carried

ATTORNEY’S REPORT

Attorney Marquita L. Trotter informed the Board about the Recapture Agreement stating the document contained two covenants: (1) The recipient of a subsidy / property will have to be the primary resident and (2) The recipient would have to occupy the home as the owner for 60 months. Executive Director Rosas interjected that the terms of this recapture agreement were set by the FNBC Bank. Another bank may require different covenants.

Attorney Trotter stated the Board would need to approve the authority for the Del Galdo Law Group to draft the Recapture Agreement.

President Pro-tem Sawchuk asked for a motion to approve the authority for the Del Galdo Law Group to draft the Recapture Agreement. Commissioner Pedersen moved to approve giving the Del Galdo Law Group authority to draft the Recapture Agreement. Commissioner Walker seconded the motion as presented.

The Board was polled:

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

Motion Carried

President Corrigan arrived at the meeting at 6:45pm.

EXECUTIVE DIRECTOR’S REPORT

The Executive Director directed the Board’s attention to the copies of the letters which were sent to the agencies that had a residual balance at the end of the fiscal year. The collective amount of the funds to be returned to the Commission is approximately \$90,000.00.

Executive Director Rosas updated the Board about the Year End report, stating that there was an increase of services being billed for unincorporated Elmhurst which is located on the North end of the city.

The Executive Director announced that the installation of the new Access One phone system was in place and came in under budget.

Executive Director Rosas informed that the Living Room Open House event was a big success and the services it affords clients were especially helpful to the local police forces to access minor care for stabilization purposes.

The Executive Director stated that the Housing program was ready to move forward.

NEW BUSINESS

The Executive Director recommended the Board's approval for Relias Learning Annual renewal fee in the amount of \$3,708.45. President Corrigan moved to approve the Relias Learning Annual renewal fee in the amount of \$3,708.45. Commissioner Walker seconded the motion as presented.

The Board was polled:

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

Motion Carried

President Pro-tem Sawchuk asked for a motion to approve the Housing Resolution with FNBC with the following authorized signers: Michael A. Corrigan, Eric R. Sawchuk, Jesse D. Rosas and Lisa Loster.

Commissioner Velasquez moved to approve the Housing Resolution with FNBC with the following authorized signers: Michael A. Corrigan, Eric R. Sawchuk, Jesse D. Rosas and Lisa Loster. President Corrigan seconded the motion.

The Board was polled:

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

Motion Carried

The Executive Director recommended the Board's approval for the North Riverside request of \$15,000.00 for their park district programs, further explaining that a portion of their park district is inside of the Proviso Township. President Corrigan stated that the request was justifiable and moved to approve the North Riverside request of \$15,000.00 for their park district programs. Commissioner Walker seconded the motion.

The Board was polled:

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

Motion Carried

ADJOURNMENT

President Pro-tem Sawchuk stated that there was no other business and called for a motion to adjourn the meeting at 6:55pm. Commissioner Pedersen so moved. Commissioner Walker seconded the motion.

The Board was polled:

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

Motion Carried



Michelle De La Rosa, Secretary

Nancy Colucci, Recorder