

**Proviso Township Mental Health Commission  
Meeting Minutes –June 19, 2013  
4565 Harrison Street  
Hillside, IL 60162**

**Present**

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

**Staff**

Nancy Adams  
Janet Arrieta  
Katie Krych  
Lisa Loster  
Jesse Rosas

**Guests**

Joe Vasilevski  
Phil Schneeberger

Attorney: James Vasselli

\*Denotes absent

President Corrigan presided and called the meeting to order at 6:32 p.m.

The Pledge of Allegiance was recited.

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

Angela Walker  
Michelle De La Rosa  
Sherby Miller

Arturo J. Mota  
Kathy M. Ryan  
Michael A. Corrigan

**MINUTES**

President Corrigan asked for a motion to approve the minutes from the May 15, 2013 Public Hearing. Treasurer Mota moved to approve the minutes as presented. Secretary Miller seconded the motion. The Board was polled:

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

Motion Carried

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President Corrigan asked for a motion to approve the minutes from the May 15, 2013 Board Meeting. Treasurer Mota so moved. Secretary Miller seconded the motion. The Board was polled:

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

Motion Carried

### **PRESIDENT'S REPORT**

President Corrigan announced the nominations for new officers: Michael A. Corrigan, President, Eric R. Sawchuk, Vice President, Sherby Miller, Secretary, and Arturo J. Mota, Treasurer. Secretary Miller moved to approve the appointment of the new officers as presented. Treasurer Mota seconded the motion as presented. The Board was polled:

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

Motion Carried

### **TREASURER'S REPORT**

Treasurer Mota presented the Financial Status report for May 2013. President Corrigan asked for a motion to accept the report as presented. President Corrigan moved to accept the Financial Status for May 2013 as presented. Secretary Miller seconded the motion. The Board was polled:

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

Motion Carried

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President Corrigan asked for a motion to approve the payment of Bills & Disbursements for the month of May 2013. Treasurer Mota moved to approve the payment of Bills & Disbursements for the month of May 2013. Secretary Miller seconded the motion. The Board was polled:

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

Motion Carried

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

Attorney James Vasselli presented the 2013 Ordinance Establishing the Prevailing Wage Rates for the Construction Of Public Works Projects For the Proviso Township Mental Health Commission, County Of Cook, State Of Illinois. President Corrigan moved to approve the Ordinance Establishing Prevailing Wage Rates for 2013 as presented. Treasurer Mota seconded the motion. The Board was polled:

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

Motion Carried

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

Executive Director Rosas introduced Janet Arrieta, the part time Office Administrator. Ms. Arrieta will be working in the office Monday, Wednesday and Friday.

The Executive Director gave an update on the Medicaid/LFI and stated that approximately \$80,000.00 was reimbursed in FY 11-12 and \$98,000.00 dollars were reimbursed to the Proviso Township Mental Commission for FY12-13, covering all Medicaid costs incurred.

**NEW BUSINESS**

The Executive Director presented the Letter of Intent for the Proviso Public Partnership in the amount of \$25,540.00. The Director of Advancement discussed the upcoming fundraiser on August 20<sup>th</sup>. President Corrigan moved on the Executive Director's recommendation to award funds not to exceed \$26,000.00 to the Proviso Public Partnership and allow for the Executive Director to explore housing opportunities. Treasurer Mota seconded the motion.

The Board was polled:

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

Motion Carried

The Executive Director updated the Board regarding Oak Park Mental Health Board Medicaid billings and recommended that the Proviso Mental Health Commission renew the contract for another fiscal year to capture Medicaid reimbursement. He also discussed additional opportunities with other 708 boards (Livingston County, McHenry County, and Rock Island) interest to bill their Medicaid services through RTS. President Corrigan moved to renew the Medicaid billing service agreement for FY 13-14 with Oak Park Mental Health Board. Commissioner De La Rosa seconded the motion. The Board was polled:

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

Motion Carried

The Executive Director recommended that the following FY 13-14 contracts should be approved in the total amount of \$3,828,358.00. President Corrigan consulted with Attorney Vasselli and agreed that the Board would vote on these contracts as consent of agenda for the following 23 agencies for a one year contract.

#	Agency	FY 13-14 Amount	#	Agency	FY13-14 Amount
1	Presence	\$777,000.00	12	Aging Care Connections	\$30,000.00
2	TASC	\$128,558.00	13	Veterans Park District	\$ 43,000.00
3	PLCCA	\$451,000.00	14	PAEC	\$ 118,000.00

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4	Aspire	\$403,000.00	15	Village Of Brookfield	\$ 22,000.00
5	The LeaderShop	\$ 88,500.00	16	West Suburban PADS	\$ 50,000.00
6	CSS	\$ 370,000.00	17	Leyden	\$75,000.00
7	Pillars	\$257,300.00	18	Franciscan Resource Center	\$40,000.00
8	Sarah's Inn	\$ 45,000.00	19	Thrive	\$ 15,000.00
9	The Way Back Inn	\$395,000.00	20	Triton	\$20,000.00
10	Youth Outreach Services	\$88,500.00	21	HAS	\$158,000.00
11	LaGrange SD#102	\$10,000.00	22	PPP	\$ 25,000.00
			23	Seguin	\$100,000.00

And the following 4 agencies were awarded 6 month contracts.

1	West Suburban Senior Services	\$ 59,000.00
2	NAMI	\$12,000.00
3	The Turn Center	\$10,000.00
4	Healthcare Alternative Systems	\$37,500.00

President Corrigan moved to accept in one motion the contracts between the Proviso Township Mental Health Commission and the 26 agencies as presented for FY13-14. The motion was seconded by Treasurer Mota. The Board was polled:

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

Motion Carried

The Executive Director presented the request from Latino Mental Health Providers Network for support for the 2013 Latino Behavioral Health Conference. He suggested support of the initiative because it helps our funded therapists to remain current on their licensure and recommended support in the amount of \$2,000.00 based upon our current policy limits. Treasurer Mota

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motioned to approve the request in the amount of \$2,000.00. Secretary Miller seconded the motion. The Board was polled:

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

Motion Carried

President Corrigan asked for a motion for the Board of Commissioners to approve support of the PLCCA fundraiser in the amount of \$1,500.00 and asked that any Commissioner that would like to attend on July 9<sup>th</sup>, 2013 contact the Commission office. Treasurer Mota moved for approval as presented by President Corrigan. Secretary Miller seconded the motion. The Board was polled.

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

Motion Carried

President Corrigan asked for a motion for the Board of Commissioners to approve support for the annual benefit hosted by Triton College in the amount of \$540.00. Treasurer Mota moved to accept the request as presented. President Corrigan seconded that motion. The Board was polled.

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

Motion Carried

The Executive Director presented a one-time funding request from Trusty Cup. After much discussion President Corrigan asked for a motion. Treasurer Arturo Mota moved to award Trusty Cup \$4,000.00 for FY13-14, but funding is contingent on securing support from additional funders and obtaining a site. Commissioner De La Rosa seconded that motion. The Board was polled.

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

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Motion Carried

The Executive Director spoke about the opportunity of a property available in Cicero to be donated to the Proviso Township Mental Health Commission and then deeded to the Proviso Public Partnership for the purpose of being a women's veteran program site. President Corrigan moved to permit the Executive Director to explore the opportunity to secure the site and discuss it with other stakeholders to secure funding. Treasurer Mota seconded the motion. The Board was polled:

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

Motion Carried

**CLOSED SESSION**

President Corrigan moved to go into Closed Session to discuss the Personnel Annual Review at 7:15pm. Treasurer Mota seconded the motion. The Board was polled:

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

Motion Carried

The Board returned from Closed Session at 7:33 pm.  
Secretary Miller called the roll.

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

Motion Carried

President Corrigan announced the Board's recommendation of an increase for a 4% adjustment to full time staff salary and asked for a motion to approve the increase as of 07/01/13. President Corrigan moved to approve a 4% increase adjustment to staff salaries. Treasurer Mota seconded the motion as presented. The Board was polled:

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

Motion Carried

President Corrigan moved to accept the recommendation to change Katherine Krych's title from Contract Manager to Director of Compliance. Treasurer Mota seconded the motion. The Board was polled:

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

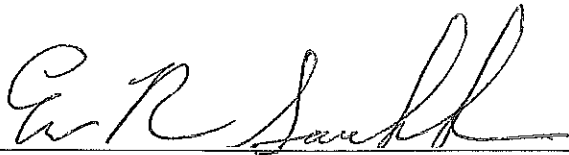
Motion Carried

#### ADJOURNMENT

There being no other business, President Corrigan moved to adjourn the meeting at 7:35 pm. Commissioner Ryan seconded the motion. The Board was polled:

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

Motion Carried



Sherby Miller, Secretary  
Eric R. Sawchuk, Secretary Pro-tem

Janet Arrieta  
Recorder

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