

**Proviso Township Mental Health Commission  
Meeting Minutes –October 17, 2012  
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**

Kristin Perconte

Attorney: James Vasselli

\*Denotes absent

President Corrigan presided and called the meeting to order at 6:35 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  
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 September 19, 2012 Board Meeting. Vice President Sawchuk moved to approve the minutes as presented. Secretary Miller 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	Absent	Michael A. Corrigan	Aye
Kathy M. Ryan	Aye		

Motion Carried

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**PRESIDENT'S REPORT**

President Corrigan announced the date December 4, 2012, for the upcoming Annual December Workshop.

Offering his congratulations, President Corrigan cited the Leadership Award to be given by Healthcare Alternative Systems, Inc. (HAS) in honor of Executive Director Jesse D. Rosas for his exceptional commitment to the HAS agency.

President Corrigan updated the Board on the promotional involvement of Mack Communications for the Commission. He asked the Executive Director to speak on the planned radio promotion. The Executive Director stated that since October is Mental Health month, the Commission has been invited to do a radio promotion. He added that the details would soon be finalized and the Commission would inform Board members of the final details via an email announcement.

**TREASURER'S REPORT**

On behalf of Treasurer Mota, President Corrigan presented the Financial Status report for September 2012. President Corrigan asked for a motion to accept the report as presented. Commissioner Ryan moved to accept the Financial Status for September 2012 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	Absent	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 September 2012. Vice President Sawchuk moved to approve the payment of Bills & Disbursements for the month of September 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	Absent	Michael A. Corrigan	Aye
Kathy M. Ryan	Aye		

Motion Carried

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**ATTORNEY'S REPORT**

Attorney James Vasselli informed the Board of the Commission's intention to expand the language of their Mission Statement to encompass the scope of their services. President Corrigan moved to approve additional language being added to the Commission's Mission Statement. Commissioner De La Rosa 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	Absent	Michael A. Corrigan	Aye
Kathy M. Ryan	Aye		

Motion Carried

The Attorney cited that the upcoming Board meeting set for November 21, 2012 might prove inconvenient due to the Thanksgiving Holiday and recommended a change of date for the November meeting. President Corrigan concurred and cited that the Township meeting set for November 21, 2012 would be changed as well. After a brief discussion the Board agreed to change the date. President Corrigan asked for a motion to approve the change of the November 21, 2012 meeting date to November 28, 2012, to be held at 6:30 p.m. as usual. Vice President Sawchuk moved to approve the change of the Board's November meeting date 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	Absent	Michael A. Corrigan	Aye
Kathy M. Ryan	Aye		

Motion Carried

Attorney Vasselli reminded the Board to arrive at 5:30 p.m., one hour prior to the 6:30 p.m. meeting time on November 28, 2012 to allow for the FOIA Training session to be held in the Commission's offices. The scheduled meeting would be posted on the Commission's website calendar and an email reminder would be sent out a week prior.

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The Attorney addressed the NSP property conveyance recommending that the Commission develop a 501(c) 3 to hold real estate, avoid liability and avoid land-banking the property for at least 1 year. President Corrigan asked for a motion to allow the creation of a Not-For-Profit corporation to protect the Commission from liability. Commissioner Ryan moved to approve the Commission creating a Not-For-Profit corporation. 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	Absent	Michael A. Corrigan	Aye
Kathy M. Ryan	Aye		

Motion Carried

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

Executive Director Rosas discussed the Community Support Services (CSS) time line regarding the action response to the incident discussed at the September meeting. The Commission met with CSS and also conducted a site visit. The Commission has issues with the ratio of support to kids and also with their Respite Program rate. The Commission gives \$16.00 per hour for the Respite Program service and discovered they are only paying out \$10.00 per hour for that service, claiming administrative expenses use up the difference. The Executive Director recommended that he be given the authority to suspend CSS for 1 month until a solution is determined for the overpayment rate and an agreement to an amicable rate is also determined. President Corrigan moved to approve giving the Executive Director the authority to act on the CSS suspension of the voucher Respite Program for 1 month. Secretary Miller 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	Absent	Michael A. Corrigan	Aye
Kathy M. Ryan	Aye		

Motion Carried

Executive Director reported that the Commission's Care Coordination program was eliminated in the 1<sup>st</sup> round, and speculated that the CCE was perhaps too small, perhaps not enough doctors in ratio to clients, however HFS will meet with the Commission again in December.

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Executive Director Rosas cited an error made at the September 19, 2012 meeting in the funding request FY12-13 for the Sacred Heart School Program. It was meant to be titled the Franciscan Resource Center.

President Corrigan moved to strike the name Sacred Heart School Program and change it to The Franciscan Resource Center. 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	Absent	Michael A. Corrigan	Aye
Kathy M. Ryan	Aye		

Motion Carried

The Executive Director introduced Kristin Perconte as the Project Coordinator for the CCE. Kristin stated the purpose and goals of Care Coordination and thanked the Board for welcoming her.

The Executive Director informed that he would be the guest speaker at the Latino Behavioral Health Conference to be held on October 19, 2012 at the Chicago School of Professional Psychology and extended the invitation to all Board members interested in attending the event.

Executive Director Rosas gave an update about the Commission website and explained that all the changes and improvements accomplished by MACK Communications would be available next month.

Executive Director Rosas announced the Commission's contract termination with Solutions, the old Medicaid system, citing that the Commission has built their own system. There were no costs or residuals, the Commission was just terminating the Solutions agreement.

### **NEW BUSINESS**

President Corrigan moved to approve the proposed date, December 4, 2012, for the Annual Year End December Workshop. Commissioner De La Rosa 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	Absent	Michael A. Corrigan	Aye
Kathy M. Ryan	Aye		

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Motion Carried

Executive Director Rosas discussed the status of the Youth On The Move agency, explaining that its Executive Director, Isiah Brandon has been unable to return \$4,000.00 of unaccounted funds to the Commission. He recommended immediate suspension of their contract to avoid paying out an additional sum in the next pay period. Vice President Sawchuk, Secretary Miller and Commissioner De La Rosa joined President Corrigan in a discussion about getting the agency back on track. President Corrigan recommended a motion that the Youth On The Move agency be informed of their immediate suspension and is required to comply. Vice President Sawchuk moved to approve the immediate suspension of the Youth On The Move agency until they are in compliance. Commissioner Walker 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	Absent	Michael A. Corrigan	Aye
Kathy M. Ryan	Aye		

Motion Carried

Commissioner Walker commented on the substantial savings the Coast2Coast Prescription Discount Cards provide and reported positive feedback from an individual in her community.

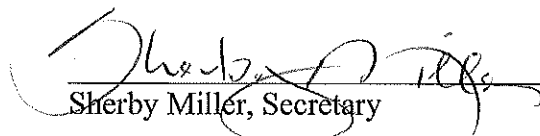
**ADJOURNMENT**

There being no other business, President Corrigan asked for a motion to adjourn at 7:30 pm. Vice President Sawchuk so moved. Secretary Miller 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	Absent	Michael A. Corrigan	Aye
Kathy M. Ryan	Aye		

Motion Carried

  
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 Sherby Miller, Secretary

Nancy Colucci  
Recorder

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