

NORTH RIVER EXPANDED MENTAL HEALTH SERVICES
PROGRAM GOVERNING COMMISSION

St. John's Episcopal Church Parish Hall
3857 N. Kostner Avenue, Chicago, IL

WEDNESDAY, February 18, 2015

Commission Members Present:

Joyce Zick, President	Rosemary Tirio, Secretary	Carole Spreitzer, Treasurer
Roger McGill	Joan Liautaud	Gloria Centeno
Mary Tinich	Mary Shehan	
Absent: Pastor Wilfredo Santiago Also present: Roger AbiNader, Admin Asst./Bookkeeper present Community: Mike Snedeker, Coalition to Save Our Mental Health Centers		

I. WELCOME

President Zick called the meeting to order at 7:06 p.m.
Roll call. Listed above.

II. APPROVAL OF MINUTES FROM January 19, 2015.

Motion to approve: C. Spreitzer
Second: G. Centeno.
Passed unanimously.

III. TREASURER'S REPORT

Two Reports were presented. The Actual Vs. Budget which compared the actual expenditures to those budgeted, and the Balance Sheet as of January 31, 2015. There were no questions.

Audit: The binder for the audit to commence was signed with Ralph A. Land, CPA for the total of \$4,500, half of which, \$2,250, was delivered with the signed contract. The balance is due upon submission of the audit which is on track to be completed and delivered the first week of March 2015.

The Treasurer has the debit card and it has been activated. The debit card has a per diem spending limit of \$400 and will be used for pre-approved, incidental expenses of supplies and monthly recurring expenses such as the cell phone.

Motion to approve: J. Liautaud
Second: M. Tinich
Passed unanimously.

IV. COMMITTEE REPORTS AND UPDATES

a. Program Services Committee Report

Commissioner Centeno received her regular report from the executive director of The Kedzie Center, Dr. Angela Sedeno. The annual program report was forwarded to the office and was included in the meeting materials provided to all Commissioners.

The report was thorough and responded to each of the metrics in the contract and also included information on the additional areas defined at the last meeting and requested.

The Center is conducting outreach to local schools in the catchment area. The Center reported on the schools visited but not the schools who did not accept the invitation for an outreach visit. Commissioner McGill said that the 17th Police District has been referring clients. He suggested more contact with the beat police to promote the Center's services.

Commissioner Centeno reported that the Program Services Committee is planning to meet with staff at the center to regarding the service policies for the center. These policies must properly adhere to the requirements defined in the Community Expanded Mental Health Services Act. Commissioner Centeno anticipates having a full report on the policies at the next Commission meeting.

b. Building and Personnel Committee Report

The cell phone account has been set up and activated.

The Commission cell phone which Roger AbiNader, the administrative assistant, holds is: 773.939.0695.

The startup costs for the Administrative Assistant/Bookkeeper position is well above expected. The Committee will present, for Board approval, a revised independent contractor agreement for the position at the rate of \$300 per month. The committee is aware that some months the hours will be less than 15 and others more than 15.

The website will be up and running by the next Commission meeting.

www.northriverexpandedmentalhealthservicescommission.org

c. Finance and Tax Levy Committee Report

Chairman Spreitzer reported that the Finance and Tax Levy Committee had not met since the last Commission meeting. She is currently working with the Commission's Bookkeeper to ensure that the audit is successfully completed by the March 31st deadline.

V. NEW BUSINESS AND NEXT MEETING

Next meeting: March 18, 2015, at the Parish Hall of St. John's Episcopal Church.

The Rev. Wilfredo Santiago submitted a letter of resignation and asked the Mayor to make an appointment to replace him. President Zick called his home and spoke to his wife to wish him improved health and to express the Commission's gratitude for his service.

The tenure of two officers is expiring in May 2015. As described in the Commission's bylaws, President Zick will send a letter to the Mayor reminding him of the

President Zick also stated that she has not received a response to the letter regarding the expiration of Commissioner Spreitzer's appointment. She will follow up with the Governor's office.

The annual status report is due 120 days after the close of the fiscal year ending Dec. 31, 2015, which is the end of April. Copies to be sent to the mayor and governor, posted on the website and available at the local libraries in the catchment area. The report would include the status of the funding and the services provided by the program.

Commissioners Centeno, Tinich and Tirio participated in a community event at the Irving Park United Methodist Church. Along with Matt Hiller, the rep from the Kedzie Center, they distributed information about the Center. The Commission received a letter of appreciation

from the church for their participation.

VI. PUBLIC COMMENT
None offered.

VII. ADJOURNMENT

Motion to adjourn: J. Liautaud. Second: M. Shehan. *Passed unanimously.*
The meeting was adjourned at 8:55 p.m.

Respectfully submitted,

Rosemary Tirio, Secretary

RJA