

MEETING OF THE NORTH RIVER EXPANDED MENTAL HEALTH SERVICES  
PROGRAM GOVERNING COMMISSION—WEDNESDAY, September 17, 2014

The meeting of the North River Expanded Mental Health Services Governing Commission was convened at 7 p.m. by Commission President Joyce Zick, at the Parish Hall of St. John's Episcopal Church. The following Commissioners were in attendance: Gloria Centeno, Joan Liataud, Pastor Wilfredo Santiago, Mary Shehan, Carole Spreitzer, Mary Tinich, and Rosemary Tirio. Roger McGill was absent.

Commissioner Santiago moved that the minutes of the August meeting be approved. Commissioner Centeno seconded the motion, which passed unanimously.

Commissioner Spreitzer presented the Treasurer's Report. She distributed a Profit and Loss Statement and a Balance Sheet indicating that the Commission has received \$527,076.67 to date from the Cook County Treasurer and that after the various approved expenditures including \$127,500 for Provider Service, our Net Income is \$386,441.87. She also reported that she has opened a money market account of \$125,000 at the Wintrust Bank so that all the Commission's funds are insured by FDIC.

Commissioner Santiago moved to approve the Treasurer's Balance Sheet.  
Commissioner Shehan seconded the motion, which passed unanimously.

Commissioner Centeno presented the report of the Program Services Committee. They met Sept. 16 with the Executive Director of EMHS, Dr. Angela Sedeno. They discussed program coordination and developing policies to address the service needs of the program. The EMHS staff are in the process of hiring clinicians. Commissioner Centeno described Director Sedeno as professional, sensitive, receptive and knowledgeable about community needs. She is experienced in criminal justice and in working with youth.

Commissioner Centeno said that the EMHS staff is very open to suggestions from the Commission and also from the community for naming the new center. She also reported that she and Commissioner Tinich visited the site of the new center twice, once when signing the lease and again this morning. The center is located at 4137 N. Kedzie Ave.. She described it as a modern building having condos above the center.

Commissioner Tinich said that although it is in a newer building, the façade is of red brick and looks older and inspires a feeling of safety. It is located on a business street where parking is generally available and not metered but there is no parking lot attached to the building.

Commissioner Tinich, Chairman of the Building and Personnel Committee, reported that she signed the lease for the office in the Irving Park United Methodist Church and that Commissioner Shehan found a renter's insurance policy that would cover the administrative assistant to be hired and any equipment located in the office. The cost will be \$309 per year.

Commissioner Tinich moved to accept the insurance policy. Commissioner Santiago seconded the motion. It passed unanimously.

Commissioner Shehan reported that three brokers had been working on obtaining Errors and Omissions insurance for the Commission. One of them located a policy that would cost \$10K a year. He will continue seeking a less expensive policy for us. Commissioner Shehan will also write a letter designating that broker as our only broker, as she learned that some companies were refusing to give quotes because of the conflicting brokers, and clarification was required as to who was the designated broker for the Commission.

Commissioner Tinich reported that the Personnel Committee received 39 responses to the \$25 want ad for an administrative assistant placed on craigslist by Commissioner Shehan. They have reviewed the applications and selected the 6 most promising resumes. They will interview those applicants and the three selected will then be interviewed by the Commission. The Commission will decide which of the three will become our administrative assistant.

Commissioner Tinich mentioned that the winning applicant will have to have a background check, and Commissioner Liataud said she has a copy of a background check which she will email to Commissioner Tinich.

Commissioner Spreitzer, Chairman of the Finance and Tax Levy Committee asked the Commission to reconsider the motion rejected at the August meeting that 85% of the 2013 and 2014 tax levy be the only funds used to finance the EMHS services at the new Center. She proposes reducing the quarterly payment of \$127,500 to \$118,500 to compensate for the reduction in the amount of money received from the Cook County Treasurer. She is fearful that funds will be exhausted by the fourth quarter. Commissioners Liataud and Santiago also indicated their support for the proposal.

Commission President Zick indicated that this motion was a new piece of business and was not communicated to her or the other Commissioners that the Finance Committee was seeking a motion on the issue. President Zick indicated that the Open Meetings Act does not permit the Commission to take a vote on the item in question since it was not placed on the agenda. She indicated that the item could be discussed tonight and placed on the next Commission meeting agenda when a vote could take place.

Commissioner Centeno, Chair of the Program Services Committee, stated that the Commission received a full year of funds in 2014 and based on the Commission's prior discussions it seemed that it would have a large surplus of funds available. It was her opinion that the Commission should make every effort to use the taxpayer's dollars for direct services whenever possible.

There being no New Business, President Zick announced that the next meeting will take place on October 15 at St. John's Episcopal Church.

Commissioner Tinich moved to adjourn the meeting.  
Commissioner Shehan seconded the motion. It passed unanimously.

The meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Rosemary Tirio  
Secretary