

MEETING OF THE NORTH RIVER EXPANDED MENTAL HEALTH SERVICES  
PROGRAM GOVERNING COMMISSION—WEDNESDAY, November 19, 2014

The meeting of the North River Expanded Mental Health Services Program Governing Commission was convened at 7:05 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, Roger McGill, Mary Shehan, Carole Spreitzer, and Rosemary Tirio. Joan Liataud, Pastor Wilfredo Santiago and Mary Tinich were absent. Roger AbiNader, newly hired Administrative Assistant for the Governing Commission was also in attendance.

Commissioner McGill moved that the minutes of the October meeting be approved. Commissioner Spreitzer seconded the motion, which passed unanimously.

Commission Treasurer Spreitzer presented the the Balance Sheet and the Profit and Loss Statement. We have \$265K in three accounts at two banks. The total received from taxes to date is \$536,549, which is \$19K short of what we could receive. She doubts that any more money might still "trickle in" because the amounts received slowed down in September.

Commissioner Centeno presented the report of the Program Services Committee. After noting the success of the Grand Opening Celebration and describing it as "a huge day for the Commission," she gave an update on the activities at the Kedzie Center. Executive Director Angela Seden is finalizing the hiring of the staff and is still seeking a bilingual psychiatric social worker. She is also finalizing the policies the Center will follow and will continue to keep the Program committee informed and seek feedback as necessary. They have also launched an outreach in the schools, and additional people are coming in to learn about the Center.

Commissioner Spreitzer asked if The Kedzie Center will have a psychiatrist on hand.

Commissioner Centeno said there will be a part-time psychiatrist at the Center, and Commission President Zick said that she understands that there will be some coordination with the staff at the North River Mental Health Center.

Commissioner Shehan reported on the Building and Personnel Committee in the absence of Commissioner Tinich. She presented a packet of information containing the three bids for Errors and Omissions Insurance also referred to as Directors and Officers Insurance. She has been working for several months with Rich Fox, an insurance broker. He presented information about the three bids and also wrote an advisory of which he thought would be best for us. He recommends the Navigator policy which would entail a premium of \$10K. He also presents information about an RSUI policy costing \$8K and a policy with Darwin with a premium of \$3,700.

Commissioner Shehan asked that the Committee read all the information presented so that we may make a decision at the December meeting. She also suggested that an attorney be consulted regarding which policy would be best for us. Discussion ensued regarding seeking the advice of the Commission's pro-bono lawyers on this subject, although the engagement letter with the lawyers clarifies their work on PTELL and the relevant financial issues and not on this topic.

Commissioner Shehan said she would invite Rich Fox the insurance broker she has been working with to attend our December meeting.

Commissioner Shehan also had a contract and invoices for Roger AbiNader, the administrative assistant for the Commission. She also presented him with keys to the office at the Irving Park United Methodist Church at 3801 N. Keeler Ave. She asked Roger A. to go to the office and assess what equipment he thinks we will need.

Commissioner Tirio mentioned that Commissioner Spreitzer had discovered that the keys to our office at the United Methodist Church also open the door of a nearby office, which indicates that persons other than Commission members and appointees will have access to our office. She said she called the church and

spoke with Hope Reyes, Program Minister, who said she would take the matter up with the Board of Directors. The reply from the board was that there is an old set of keys and they have a problem identifying what keys match which doors. The other office is used by another church staff member, Pastor Cecilia.

Commission President Zick asked Commissioner Tirio to follow through and ensure that a new lock and or tumbler is made available for the office.

Commissioner McGill suggested that we would need a printer, supplies, a mobile phone, a computer, scanner, laptop and that we must have a secure office.

Commissioner Shehan said she will give Roger AbiNader keys and he will discuss with the Personnel Committee and tell them what he needs.

Commissioner Spreitzer said that there is a line item in this year's budget for \$2K for office equipment and supplies. She added that the Finance Committee met last week and made the proposed budget available at that time. The public budget hearing will take place on December 17. Notices will have been posted in the Nadig Newspapers for three weeks. In drawing up the budget, she used the tax levy figures we are using this year as a basis for the Commission's revenue. If we get more money, we'll amend the budget.

Next month we will present the budget ordinance and a tax levy ordinance both of which have to be handed in to the County Clerk each year by the last Tuesday in December.

After December Commissioner Spreitzer said she will not continue to chair the Finance Committee as she has been told that her dual role as Treasurer and Committee chair represent a conflict of interest. She will remain as the Commission Treasurer.

Commissioner Shehan suggested that once we are using the Quick Books program, the work load of the Finance Committee chairman will be greatly reduced.

#### Under New Business

Commissioner Spreitzer said that we need proper stationery for the Commission so that we can write necessary and professional looking letters. Commission President Zick asked Roger AbiNader to look into the purchase of stationery for the Commission.

Commissioner McGill said he noted at the opening celebration of the Kedzie Center that there may be a problem with parking. He said a nearby building on Lawrence Avenue with a storefront similar to that of the Kedzie Center has a reserved standing zone available for 30 minutes with flashing lights. He suggested that we ask the Alderman to obtain similar signs and a parking space for the Kedzie Center so that consumers can be picked up and dropped off conveniently.

Commissioner Centeno said that when she and Commissioner Tinich went to the Kedzie Center before the opening, they brought up the idea of renting parking spaces in a nearby grocery store parking lot if parking becomes a serious issue.

Commissioner Tirio said that Elaine Lorenz of the Coalition to Save Our Mental Health Centers was interested in donating art for the walls of the Kedzie Center. Commission President Zick said that was a wonderful idea, and suggested that she work with the staff of the Center.

Commission President Zick moved that the website to be developed by Roger AbiNader should be titled "NorthRiverExpandedMentalHealthServicesProgramGoverningCommission.org"

Commissioner Shehan seconded the motion which passed unanimously.

Commission President Zick said that the next meeting will take place on December 17. She also mentioned that she is excited to have Roger AbiNader on board.

Commissioner Spreitzer moved to adjourn the meeting. Commissioner Shehan seconded the motion.

The meeting was adjourned at 8:25 p.m.

Respectfully submitted,

Rosemary Tirio  
Secretary