**LYONS TOWNSHIP MENTAL HEALTH COMMISSION**

**REGULAR BOARD MEETING MINUTES**

**November 18, 2019**

The Regular Board Meeting was held on Monday, November 18, 2019 at the Lyons Township Mental Health Board Room located at 6404 S. Joliet Road, Countryside, Illinois 60525.

Meeting was called to order by President Alan W. Dorobiala at 6:59 p.m. President Dorobiala

asked for a Roll Call.

Roll Call: Commissioners present: Alan Dorobiala, Bill Seith, Sophia Mallis, Steve Palmer, Mike Porfirio and Anthony Przeklasa

Absent: Commissioner Nick Kantas

Staff Present: Ron Melka, Executive Director and Barbara Minneci, Administrative Assistant.

Agency Directors: Angela Curran, Pillars Community Health; Alan Morales, The LeaderShop; Diane Farina White, Community Support Services and Bill Dwyer, Helping Hand Center.

Guests: Ashley Stead, Del Galdo Law Group, LLC., and Susan R. Jones, CPA Miller Cooper & Co., Ltd.

**AMENDMENTS/APPROVAL OF AGENDA:**

President Dorobiala recommended Item VII on the Agenda “FY2019 Audit Presentation” be moved before Item V - Executive Director’s Report.

 **A MOTION** was made by Seith and seconded by Porfirio to amend the Agenda as recommended. All in Favor: Ayes: Unanimous. Nays. None. The Agenda was Amended.

President Dorobiala asked for a Moment of Silence in honor of our dear friend, who was a great Commissioner and we are all going to miss him, Robert F. Bures. Pause….

President Dorobiala asked for the Approval of the Agenda.

 **A MOTION** was made by Przeklasa and seconded by Porfirio to approve the Agenda as amended. All in Favor. Ayes: Unanimous. Nays: None. Hearing no Nays, the Agenda was approved.

**REVIEW/APPROVAL OF MINUTES:**

The Minutes of the Board Meeting held on October 21, 2019 were reviewed.

 **A MOTION** was made by Palmer seconded by Seith to approve the Minutes of

October 21, 2019. All in Favor. Ayes: Unanimous. Nays: None. The Minutes were approved.

**FY2019 AUDIT PRESENTATION**

Susan R. Jones, CPA, Miller Cooper & Company., Ltd., presented the FY2019 Audit and reviewed the Audit with the Commissioners, answering any question the Commissioners had regarding the FY2019 Audit. Ms. Jones thanked the LTMHC staff for all their time spent with the Auditors in order to complete the Audit on a timely basis. The audit found LTMHC in full conformity with no qualifications.

 **A MOTION** was made by Przeklasa and seconded by Mallis to accept the FY2019 Audit as presented by Miller Cooper & Co., Ltd. Roll Call: Tony Przeklasa, Sophia Mallis, Al Dorobiala, Bill Seith Steve Palmer and Mike Porfirio. Ayes: Unanimous. Nays: None. Hearing no Nays, the FY2019 Audit was approved.

President Dorobiala welcomed Attorney Ashley Stead, Del Galdo Law Group to the Commission.

**EXECUTIVE DIRECTOR’S REPORT:**

Ron Melka, Executive Director, submitted his written report, which is on file. Ron reported that he has received all of the Agency Quarterly Reports. The LeaderShop developed and hand delivered a Mental Health Services Guide in English or Spanish to every household in Summit. The Coalition did a Parent Café in several middle schools in the area. There is a winter meeting of the State association here in Chicago on December 5th & 6th. Ron discussed various Bills that have passed both houses. There were some Bills that were introduced to restrict Vaping, but those did not pass both houses and were not sent to the Governor. Attorney Stead talked about the Bill covering Cannabis and how it is similar to Alcohol use in front of minors and its restrictions. Ron will be doing Mental Health First Aid for Fire Department EMS January 24, 2020 at Loyola.

**AGENCY DIRECTORS’ REPORTS:**

Diane Farina White, President of Community Support Services reported on December 5th a group called Sweet Home is hosting an event for CSS at Zanies. They will be raising money for all new light fixtures in their eight CILA homes. Also, a group called Home to Home Project raised money for a woman who was displaced by her family. This group helped find her an apartment and furnished the apartment for her. CSS is preparing their Thanksgiving Baskets that they do every year that help 75 families. RB high school is a big supporter of this. CSS also does a Santa Anonymous which they did 150 families in need of gifts last year. They also have their day program expansion which is scheduled to open on December 2nd in Brookfield. CSS’s biggest challenge is the staffing crisis.

Bill Dwyer, Chief Executive Officer, Helping Hand Center reported that they had their Art Gallery and they sold out again this year. There were 340 guest who attended. The Art Gallery was dedicated to Judy Novak who passed away last year. Bill thanked Ron for being instrumental in connecting him with the BSA Scouting Program. Bill spoke at the BSA last week. There were 40/50 Scout Masters who are trying to incorporate development disabilities in their program and they wanted to know how they can help these children in their packs/troops. The new name for the Boys Scouts is BSA Scouting because girls are now allowed to join. Bill wants to take the Pediatric Outpatient Clinic to a different level because so many clinics are closing and he feels this is a great opportunity to expand.

Angela Curran, Pillars Community Health reported the PCH filed today their grant application to renew their Health Center Funding. She also reported there has been nothing posted regarding the SAMSA grant. Ron Melka and Ellen Kunkle were the grant writers for this grant for the Coalition for Drug Free Lyons Township. PCH would be the fiscal agent and The LeaderShop would have the coordinator of this million dollar grant. Ron feels that the Coalition for Drug Free Lyons Township has a good chance of receiving this grant. PCH has their application pending with Healthy Communities Foundation to place a Mental Health Clinician at George Washington Middle School. PCH has about a 6% vacancy rate, the people are hired and then because of Social Media, people are always looking at new jobs and then leaving. Angela said that after the new year that will be their focus to see how PCH will structure.

Alan Morales, Executive Director of The LeaderShop wished all of the Commission a very Happy Thanksgiving. Alan reported The LeaderShop hired a Director of Development, Gabriela Miller, who comes from the “Make a Wish Foundation”. Alan said she has a great background and ran her own non-profit, understands special events and is very committed to youths. Alan said she is a very good fit. Alan hopes that she stays and down the road, she may be his replacement.

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

 **A MOTION** was made by Palmer and seconded by Przeklasa to approve the appointment of Sophia G. Mallis to Treasurer. All in Favor. Ayes: Unanimous. Nays: None. Sophia G. Mallis was approved as Treasurer.

 **A MOTION** was made by Przeklasa and seconded by Seith to donate $500.00 to the Lyons McCook Business Association Senior Holiday Lunch. Roll Call: Ayes: Tony Przeklasa, Bill Seith, Al Dorobiala, Sophia Mallis, Steve Palmer and Mike Porfirio. Nays: None. Motion Carried.

 **A MOTION** was made by Palmer and seconded by Seith to approve a $500.00 Sponsorship for a Training Session at the Township for the usage of Hub (Health Connection Hub). Roll Call: Ayes: Steve Palmer, Bill Seith , Al Dorobiala, Sophia Mallis, Mike Porfirio and Tony Przeklasa. Nays: None. Motion Carried.

**TREASURER’S REPORTS:**

Newly elected Treasurer, Sophia Mallis presented the Treasurer Reports for November 18, 2019 as follows:

Beginning Balance as of September 30, 2019 $2,713,121.36

Receipts during October $ 31,568.11

Disbursements during October, 2019 $ 327,135.35

Ending Balance as of October 31, 2019: $2,417,554.12

**A MOTION** was made by Mallis, seconded by Seith to approve the Treasurer Report dated November 18, 2019 as presented. All in Favor. Ayes: Unanimous. Nays: None. Hearing no Nays, The Treasurer’s Report was accepted.

**REVIEW AND APPROVAL OF MONTHLY PAYABLES:**

Newly elected Treasurer, Sophia Mallis presented the list of Fifty (50) Payables dated November 18, 2019 in the amount of $653,247.45.

**A MOTION** was made by Mallis and seconded by Seith to approve the Payables Monthly Report dated November 18, 2019 in the amount of $653,247.45. Roll Call: Ayes: Sophia Mallis, Bill Seith, Alan Dorobiala, Steve Palmer, Mike Porfirio and Tony Przeklasa Ayes: Unanimous. Nays: None. Motion to accept the Monthly Payables dated November 18, 2019 was approved.

**COMMENTS FROM THE PUBLIC: NONE**

**EXECUTIVE CLOSED SESSION:**

 **A MOTION** was made by Seith and seconded by Przeklasa to move into Executive Closed Session: Present: Al Dorobiala, Bill Seith, Sophia Mallis, Steve Palmer, Mike Porfirio and Tony Przeklasa. Also present was Ashley Stead, attorney for the Commission. All in favor. Ayes: Unanimous. Nays: None. Attorney Stead continued taking the Minutes of the Closed Session.

 **A MOTION** was made by Sophia and seconded by Palmer at 8:55 P.M. to end the Closed Session and move into Regular Session. Ayes: Unanimous. Nays: None. Motion Carried.

 **A MOTION** was made by Przeklasa and seconded by Porfirio to increase Barbara Minneci, Administrative Assistant’s salary by 2.5%. Roll Call: Ayes: Unanimous: Tony Przeklasa, Mike Porfirio, Al Dorobiala, Bill Seith, Sophia Mallis and Steve Palmer. Nays: None. Motion Carried.

 **A MOTION** was made by Przeklasa and seconded by Mallis to approve the Executive Director’s Contract for Calendar Year 2020 with a 2% salary increase. Ron Melka accepted the proposed offer. Roll Call: Tony Przeklasa, Sophia Mallis, Al Dorobiala, Bill Seith, Steve Palmer and Mike Porfirio. Motion Carried.

**ADJOURNMENT:**

**A MOTION** to adjourn the meeting was made by Mallis and seconded by Porfirio at 8:59 p.m. All in favor. Ayes: Unanimous. Nays: None. Meeting was adjourned.

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