

**LYONS TOWNSHIP MENTAL HEALTH COMMISSION  
REGULAR BOARD MEETING MINUTES  
November 15, 2021**

The Regular Board Meeting (**ZOOM VIDEO/TELECONFERENCE MEETING**) was held on Monday, November 15, 2021 at the Lyons Township Mental Health Commissions' Boardroom, 6404 Joliet Road, Suite 204, Countryside, Illinois, 60525. Meeting was called to order at 7:00 p.m. by Tony Przeklasa.

President Tony Przeklasa asked for the Roll Call.

Commissioners Present: Tony Przeklasa, Rev. Jeffrey Clemons, Sophia Mallis, Hon. Russ Hartigan, Mike Porfirio, Steve Palmer, Bill Seith, and Al Dorobiala.

Commissioners on Zoom: Nick Kantas.

Staff Present: Ron Melka, Executive Director; and Jazmin Lopez, Administrative Assistant.

Agency Directors on Zoom: Melissa MacKay, Helping Hand; Diane Farina White, Community Support Services; Angela Curran, Pillars Community Health; and Alan Morales, The LeaderShop.

Guest(s) Present: Vlado Vranjes, Del Galdo Law Group, LLC.; Susan Jones and Andrea Meade, Miller Cooper & Co., Ltd.

**AMENDMENTS/APPROVAL OF REVISED AGENDA:**

Przeklasa recommended moving Agenda item Executive Director's Annual Contract Renewal to just before Adjournment.

A **MOTION** was made by Mallis and seconded by Seith to approve the Revised Agenda. Ayes: Unanimous. Nays: None. Hearing no Nays, the Agenda is approved.

**REVIEW/APPROVAL OF MINUTES:**

The Minutes of the Board Meeting held on October 18, 2021 were reviewed.

A **MOTION** was made by Hartigan and seconded by Dorobiala to approve the Minutes of October 18, 2021 as presented. Roll Call: Russ Hartigan, Al Dorobiala, Tony Przeklasa, Rev. Jeffrey Clemons, Sophia Mallis, Mike Porfirio, Nick Kantas, and Bill Seith. Ayes: Unanimous. Nays: None. Hearing no Nays, the Minutes are approved.

**EXECUTIVE DIRECTOR'S REPORT:**

Ron referred to his written report found in the meeting packet. He reported that all agencies have submitted their Quarterly Reports and 109,165 units of service were provided to 1,574 Lyons Township residents - an 80% increase over the previous year. The fall Veto Session ended in October and there was no legislation that was of importance to 708 boards passed. ACMHAI (Association of Community Mental Health Authorities of Illinois) is having a conference on December 2-3 at the Hilton Garden Inn Chicago; information will be sent to board members.

Steve Palmer joined the meeting at 7:08 p.m.

**FY 2021 AUDIT PRESENTATION – MILLER COOPER & CO., LTD.**

Susan Jones, the Audit Partner and Andrea Meade, the Audit Manager presented the FY2021 Audit. Ms. Jones thanked the LTMHC staff for all their time spent with the Auditor to complete the Audit on a timely basis and complimented them on their cooperation and transparency. Miller Cooper & Co, Ltd found LTMHC in full conformity with no qualifications.

A **MOTION** was made by Palmer and seconded by Seith to accept the Miller Cooper & Co, Ltd FY2021 Audit as presented. Roll Call: Steve Palmer, Bill Seith, Tony Przeklasa, Rev. Clemons, Sophia Mallis, Russ Hartigan, Mike Porfirio, Nick Kantas, and Al Dorobiala. Ayes: Unanimous. Nays: None. Hearing no Nays. The FY2021 Audit was approved.

**AGENCY REPORTS:**

**Angela Curran, President/CEO of Pillars Community Health** reported that they have a CFO transition as their current CFO is leaving next Wednesday and they promoted their Vice President of Finance/Controller. They have additional positions open. They closed out Domestic Violence Awareness Month last month and received permission from one of their survivor clients to share her story with us. Angela shared the support Constance Morris House has been to this client.

**Melissa McKay, Vice President of Programs of Helping Hand** reported that they are partnering with Jewel Osco to have their booster clinic at their site tomorrow. They are expecting 150 people, including staff and clients. They have an 8-year-old client of their outpatient clinic whose dream was to play basketball and he couldn't do it, but with some intensive speech and occupational therapy, he has been able to build the confidence he needed to participate in a team sport. He has joined a team and his mom has reported two practices per week and he loves every minute of it.

**Diane Farina White, President and CEO of Community Support Services** reported that they have several open positions and staffing continues to be difficult. They had their booster clinic on November 3<sup>rd</sup> and 144 people attended. The state informed them that they are increasing the rate in which they get reimbursed for counseling in developmental disabilities. She has been meeting with legislators on capital money. The state has not reimbursed them for residential homes and so they are fundraising for a new roof, gutters, kitchen.

**Alan Morales, Executive Director of The LeaderShop** reported that the Development Manager position has been filled and all positions have been filled. He met with Rebecca Anton, Coalition for Drug Free Lyons Township and they are planning future projects together.

**OLD BUSINESS:**

**UPDATE ON CPA SEARCH**

Current CPA, Cynthia Lautner prepared a list of job description/services provided by her and this has been forwarded to local CPAs. We are waiting to hear back from these accounting firms regarding whether they are interested in providing this service. Ron reported he contacted the WSCCI, LGBA, our agencies and local governments regarding the opening.

**NEW BUSINESS:**

## **REVISION ON MEETING DATES FOR CALENDAR YEAR 2022**

The 2022 Meeting Dates Calendar was revised to reflect a Board Meeting start time of 6:00 p.m. and a June meeting date from the Third Monday of June to the Fourth Monday in June due to the new observed holiday of Juneteenth.

A **MOTION** was made by Palmer and seconded by Mallis to approve the Meeting Dates and Times for Calendar Year 2022 as revised. Roll Call: Steve Palmer, Sophia Mallis, Tony Przeklasa, Rev. Clemons, Russ Hartigan, Mike Porfirio, Nick Kantas, Al Dorobiala, and Bill Seith. Ayes: Unanimous. Nays: None. Hearing no Nays, the 2022 Meeting Dates Calendar is approved.

### **TREASURER'S REPORTS:**

Treasurer Sophia Mallis presented the Treasurer Report for November 15, 2021 as follows:

Beginning Balance as of September 30, 2021:	\$1,732,249.47
Receipts during October 2021:	\$1,093,444.53
Disbursements during October 2021:	\$ 344,538.74
Ending Balance as of October 31, 2021:	\$2,481,155.26

A **MOTION** was made by Seith, seconded by Dorobiala to approve the Treasurer Report dated November 15, 2021 as presented. Roll Call: Bill Seith, Al Dorobiala, Tony Przeklasa, Rev. Clemons, Sophia Mallis, Russ Hartigan, Steve Palmer, Mike Porfirio, and Nick Kantas. Ayes: Unanimous. Nays: None. Motion Carried.

### **REVIEW AND APPROVAL OF MONTHLY PAYABLES:**

#### **NOVEMBER 15, 2021**

Sophia Mallis presented the list of Twenty-Nine (29) Payables totaling \$327,378.24 dated November 15, 2021.

#### **DECEMBER 13, 2021**

Sophia Mallis presented the list of Twenty-Four (24) Payables totaling \$322,006.14 dated December 13, 2021.

A **MOTION** was made by Seith and seconded by Hartigan to approve the Monthly Payable dated November 15, 2021 and December 13, 2021 as presented. Roll Call: Bill Seith, Russ Hartigan, Tony Przeklasa, Rev. Clemons, Sophia Mallis, Steve Palmer, Mike Porfirio, Nick Kantas and Al Dorobiala. Ayes: Unanimous. Nays: None. Motion carried.

### **EXECUTIVE CLOSED SESSION**

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

At 8:53 p.m. A **MOTION** was made by Hartigan, seconded by Seith to end the Executive Closed Session and move into Regular Session. Roll Call: Russ Hartigan, Bill Seith, Tony Przeklasa, Rev. Clemons, Sophia Mallis, Steve Palmer, Mike Porfirio, Nick Kantas, and Al Dorobiala. All in favor. Ayes: Unanimous. Nays: None.

A **MOTION** was made by Seith, seconded by Mallis to approve the Executive Director's 2022 Contract with a 2.5% raise effective January 1, 2022. Roll Call: Bill Seith, Sophia Mallis, Tony Przeklasa, Rev. Clemons, Steve Palmer, Mike Porfirio, Nick Kantas, and Al Dorobiala. All in favor. Ayes: Unanimous. Nays: None.

A **MOTION** was made by Palmer, seconded by Porfirio to approve the Administrative Assistant's 2.5% raise effective January 1, 2022. Roll Call: Steve Palmer, Mike Porfirio, Tony Przeklasa, Rev. Clemons, Sophia Mallis, Russ Hartigan, Nick Kantas, Al Dorobiala, and Bill Seith. All in favor. Ayes: Unanimous. Nays: None.

**COMMENTS FROM THE PUBLIC: NONE**

**ADJOURNMENT:**

A **MOTION** to adjourn the meeting was made by Palmer and seconded by Seith at 8:56 p.m. All in favor. Ayes: Unanimous. Nays: None. Meeting was adjourned.

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Anthony Przeklasa, PhD, Commission President

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Russell W. Hartigan, Secretary