

**LYONS TOWNSHIP MENTAL HEALTH COMMISSION  
REGULAR BOARD MEETING MINUTES  
January 22, 2024**

The Regular Board Meeting was held on Monday, January 22, 2024 at the Township of Lyons, 6404 Joliet Road, Countryside, Illinois, 60525. The meeting was called to order at 6:05 p.m. by President Elyse Hoffenberg.

President Elyse Hoffenberg asked for the Roll Call.

Commissioner(s) Present: Elyse Hoffenberg, Rev. Jeffrey Clemons, Hon. Russell W. Hartigan, Lou Gale, Al Dorbiala, and Barbara Minneci.

Commissioner(s) on Phone: N/A

Staff Present: Jazmin Lopez, Executive Director, and Mariam Ahmad, Executive Administrator

Agency Director(s) Present: N/A

Guest(s) Present: Brian Miller, Del Galdo Law Group, LLC VIA Telephone and Heather Proctor, CEO, PlugIn, LLC DBA WeHealUS

**AMENDMENTS/APPROVAL OF AGENDA:**

A **MOTION** was made by Seith and seconded by Hartigan to approve Agenda as presented. Ayes: Unanimous. Nays: None. Hearing no Nays, the Agenda was approved.

**REVIEW/APPROVAL OF MINUTES:**

The Minutes of the Board Meeting held on **November 20, 2023**, were reviewed. A **MOTION** was made by Hartigan and seconded by Clemons to approve the Minutes of **November 20, 2023**. Ayes: Unanimous. Nays: None. Hearing no Nays, the Minutes were approved.

**PRESENTATION BY HEATHER PROCTOR, CEO, PLUGIN, LLC DBA WEHEALUS**

Heather Proctor, CEO of WeHealUS and our Strategic Planner gave a presentation of what a trauma-informed community is. The Commission thanks Ms. Proctor for her time and wonderful presentation.

**EXECUTIVE DIRECTOR'S REPORT:**

Jazmin reported that the Commission had sent out the newsletter via Constant Contact. The Commission together with Nami Metro Suburban and local park districts will be hosting *Mindful Art for Seniors*. The first class will be held on Thursday, February 8 at 12pm at the Justice Park District and the second class will be on Tuesday, February 13 at 12pm at the Bridgeview Park District.

The Commission also partnered up with Pillars Community Health and The Loft Corners for a workshop that will be held on Thursday, February 15 at 5: 30pm. at the Bridgeview Public Library to teach parents and caregivers about teen mental health, red flags, and support available to them.

Grant applications will open on January 31 with a due date of March 31.

The Commission is also starting a FY25 Strategic Plan Process, to develop a plan that promotes advocacy, collaboration, and education.

**OLD BUSINESS:**

NONE

**NEW BUSINESS:**

NONE

**TREASURER'S REPORTS:**

Barbara Minneci presented the Treasurer Report dated December 18, 2023, as follows:

Beginning Balance as of October 31, 2023:	\$1,508,506.00
Receipts during November 2023:	\$ 651,114.16
Disbursements during November 2023:	\$ 349,888.57
Ending Balance as of November 30, 2023:	\$1,809,731.59

Barbara Minneci presented the Treasurer Report dated January 22, 2023, as follows:

Beginning Balance as of November 30, 2023:	\$1,809,731.59
Receipts during December 2023:	\$1,151,937.46
Disbursements during December 2023:	\$ 385,765.82
Ending Balance as of December 31, 2023:	\$2,575,903.23

A **MOTION** was made by Seith and seconded by Clemons to approve the Treasurer's Reports dated December 18, 2023, as presented. Roll Call: Lou Gale, Al Dorobiala, Elyse Hoffenberg, Jeffrey Clemons, Russell W. Hartigan, William Seith, and Barbara Minneci. Ayes: Unanimous. Nays: None. Hearing no Nays, Motion Carried.

**REVIEW AND APPROVAL OF MONTHLY PAYABLES:**

Barbara Minneci presented a list of Twenty-Seven (27) Payables totaling \$367,841.18 dated December 18, 2023.

A **MOTION** was made by Seith and seconded by Clemons to approve the Monthly Payables dated December 18, 2023, as presented; Roll Call: Ayes: William Seith, Rev. Jeffrey Clemons, Lou Gale, Elyse Hoffenberg, Hon. Russell Hartigan, and Barbara Minneci. Nays: None. Motion carried.

Barbara Minneci also presented a list of Twenty-One (21) Payables totaling \$342,702.43 dated January 22, 2024.

A **MOTION** was made was made by Seith and seconded by Hartigan to approve the Monthly Payables dated January 22, 2024, as presented. Roll Call: Ayes: William Seith, Hon. Russell Hartigan, Jeffrey Clemons, Lou Gale, Elyse Hoffenberg, Rev, Al Dorobiala, and Barbara Minneci. Nays: None. Motion carried.

**COMMENTS FROM THE PUBLIC:**

NONE

**ADJOURNMENT:**

**A MOTION** to adjourn the meeting was made by Jeffrey Clemons and seconded by William Seith at 7:04 p.m. All in favor. Ayes: Unanimous. Nays: None. Meeting was adjourned.

---

Elyse Hoffenberg  
Commission President

---

Hon. Russell W. Hartigan  
Secretary