

MEETING MINUTES

ROSELAND MEDICAL DISTRICT COMMISSION



Date: October 21, 2024,
Time: 9:04am
Meeting called to order by: Vice President Tiffany Hightower

IN ATTENDANCE

Commissioners

Joseph Harrington, Tiffany Hightower, Darrell Hill, Dennis O'Malley, Tina Sanders, Harry Wilkins, Timothy Egan

Ex Officio Commissioners

Sharron Matthews, Matthew Smith

Far South CDC Staff

Interim Executive Director, Abraham Lacy (v), Patricia Ballay

I. CALL TO ORDER

Meeting was called to order by Vice President, Tiffany Hightower, at 9:04 am on Monday, October 21, 2024

II. ROLL CALL

Roll Call was completed by Secretary Tim Egan. In accordance with the Roseland Community Medical District Act 70 ILCS 935/10e, a quorum is established, and the Commission may legally transact business.

- Motion by Tiffany Hightower to allow interim Executive Director, Abraham Lacy, to participate via zoom was seconded by Ex Officio Commissioner Matthews and approved unanimously.

III. PUBLIC COMMENT

No Comments

IV. APPROVAL OF MINUTES FROM SEPTEMBER 9, 2024

President Harrington motioned that the minutes be approved as circulated. The motion was seconded by Commissioner Hill and passed unanimously.

V. PROGRAM REPORT

- Chicago Community Trust grant- Money disbursed to RMDC accounts.
- 25 million State Funds. Working on a proposal for DCEO. Abraham and RMDC agreed to set an internal due date of February for the proposal for the 25 million dollars, which is due to the State by June 30th, 2025. They planned to meet in early January to develop a plan and review the capital plan submitted to Representative Justin Slaughter, with the aim of submitting the proposal by February.
- The team discussed the need for a more comprehensive and detailed approach to their project, with a focus on the importance of understanding the customer's needs and pain points. They agreed on the necessity of a more structured and organized process, with clear roles and responsibilities assigned to each team member. The team also emphasized the importance of effective communication and collaboration to ensure the project's success..

VI. FINANCIAL REPORT

- First payment from CCT check has been received as well as the \$15,000 award. Money is in Far South's Account but will be transferred to RMDC once Accounting Principles have been passed.

- The team discusses leasing office space at the Rosa Medical Center Building, estimating a monthly cost of \$3,000-\$4,000. They agree it would be a good move but need to consider an additional budget for facilities and staff. The possibility of signing a one-year lease with a March move-in date is being discussed. The team acknowledges the need for equipment and phones in the new space. RMDC mentions the potential hiring of Larko group to manage the office transition and records.

VII. COMMITTEE REPORTS

Audit and Compliance Committee

- The committee discusses hiring a group to assist with staff identification and other tasks, as well as developing a procurement policy and a grant. It was suggested reaching out to state departments and the State Inspector General for guidance on the procurement policy. The committee agrees to provide a report by the following Monday.
- Ex officio Matthews addressed staffing issues agreeing to set up a meeting with Larko to discuss their expectations, needs, compensation, and timelines.

Finance Committee

- Interim Executive Director Lacy discussed the Pritzker Traubert Foundation's request for proposals for development projects in low-income neighborhoods in Chicago and encourages the group to consider joining the application. Abraham Lacy to send a list of organizations collaborating on Chicago Prize grant application to Commissioners by end of day. All Commissioners to provide feedback on Chicago Prize grant opportunity to Abraham Lacy by November 8th

RMDC Advisory Board

- The Town Hall community meeting is moved to the first quarter of 2025.
- The Advisory board will create the framework (dates, locations, budget) for the Town Hall and present it at the next meeting.
- The advisory board meets every 3rd Tuesday at Phalanx

VIII. OLD BUSINESS

- All Commissioners to research and suggest potential Commission candidates to Abraham Lacy before November 1st.
- President Harrington has confirmed with County Clerks Office and all commissioners are in the system to receive the auto notification to complete the statement of economic interest.

IX. NEW BUSINESS

Nothing currently

X. ADJOURNMENT

October 21, 2024, at 9:56am. Motion by Commissioner Hill and second by President Harrington.