

**Proviso Township Mental Health Commission  
ZOOM Meeting Minutes – February 17, 2021  
4565 Harrison Street  
Hillside, IL 60162**

Present

Michael A. Corrigan  
\*Michelle De La Rosa  
Cedric D. Giles  
Nicole Gilhooley  
ShawnTe Raines  
Orlando Velasquez  
Angela D. Walker

Staff

Jesse Rosas  
Nora Mota

Guests

~

Attorney: James Vasselli

\* Denotes absent

President Corrigan called the meeting to order at 6:30 p.m.

The Pledge of Allegiance was recited.

Board unanimously voted for Commissioner Gilhooley to be Acting Secretary for the meeting.

Acting Secretary Gilhooley called the roll. The following Commissioners represented a Quorum:

Cedric D. Giles	Orlando Velasquez
Nicole Gilhooley	Angela D. Walker
ShanTe Raines	Michael A. Corrigan

Executive Director Rosas read the ZOOM conference disclaimer on agenda. (For disclaimer see the February 17, 2021 agenda)

**MINUTES**

President Corrigan asked for a motion to approve the minutes from the January 20, 2021 Board meeting.

Commissioner Walker made the motion. Commissioner Raines seconded the motion.

The Board was polled:

Michelle De La Rosa	Absent	ShawnTe Raines	Aye
Cedric D. Giles	Aye	Orlando Velasquez	Aye
Nicole Gilhooley	Aye	Angela Walker	Aye
		Michael Corrigan	Aye

Motion Carried

**PRESENTATION**

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ShanTe Raines	Michael A. Corrigan

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The Board was polled:

Michelle De La Rosa	Absent	ShawnTe Raines	Aye
Cedric D. Giles	Aye	Orlando Velasquez	Aye
Nicole Gilhooley	Aye	Angela Walker	Aye
		Michael Corrigan	Aye

Motion Carried

**PRESENTATION**

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**PRESIDENT'S REPORT**

**TREASURER'S REPORT**

Treasurer Giles presented the Financial Status report for January 2021. President Corrigan asked for a motion to approve the Financial Status report for January 2021. Commissioner Gilhooley made the motion. Commissioner Velasquez seconded the motion.

The Board was polled:

Michelle De La Rosa	Absent	ShawnTe Raines	Aye
Cedric D. Giles	Aye	Orlando Velasquez	Aye
Nicole Gilhooley	Aye	Angela Walker	Aye
		Michael Corrigan	Aye

Motion Carried

Treasurer Giles presented the Receipts & Disbursements for the month of January 2021. President Corrigan asked for a motion to approve the Receipts & Disbursements for January 2021. Commissioner Giles made the motion. Commissioner Raines seconded the motion.

The Board was polled:

Michelle De La Rosa	Absent	ShawnTe Raines	Aye
Cedric D. Giles	Aye	Orlando Velasquez	Aye
Nicole Gilhooley	Aye	Angela Walker	Aye
		Michael Corrigan	Aye

Motion Carried

**ATTORNEY'S REPORT**

**EXECUTIVE DIRECTOR'S REPORT**

Executive Director Rosas informed the Board that the Commission received 900 Safe Act Kits from the Monroe Foundation. He mentioned kits are going to therapists in agencies still having in person services for the residents they are treating. He asked the Board if they would like to be present when kits are given to agencies.

Executive Director Rosas remarked on the Individual Care Packages still being done by Commission to give to providers and the residents when they come to the Proviso building for senior services or to pay for property taxes. He encouraged the Board to let him know if more Individual Care Packages are needed.

Executive Director Rosas reported Cook County is coming out with a waive payment code and has been trying to reach Cook County officials for clearance to see how this could affect the Commission. President Corrigan thinks it only means there will be no late penalty fee. Commissioner Walker asked if it could be to waive payment forbearance for the escrow accounts. Attorney Vasselli said he would investigate it and update the Board for the next meeting.

Executive Director Rosas conveyed that requests for funding is at an all-time high since Covid-19 started. In 2018-2019 Pre Covid-19 Commission received 5 letters of intent and a total request of \$130,500.00 in funding. In 2020-2021 with Covid-19, Commission received 6 letters of intent and total request of \$433,000.00 in funding. However, outstanding County property tax amount due has increased from 7.12% in 2018-2019 to 7.70% in 2020-2021.

**OLD BUSINESS**

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**NEW BUSINESS**

Executive Director Rosas recommended the Board's approval of office insurance which had a yearly increase of 3% increase and will take place from 3/16/2021 to 3/16/2022. President Corrigan asked for a motion to approve the insurance increase as presented. Commissioner Raines made the motion.

Commissioner Giles seconded the motion.

The Board was polled:

Michelle De La Rosa	Absent	ShawnTe Raines	Aye
Cedric D. Giles	Aye	Orlando Velasquez	Aye
Nicole Gilhooley	Aye	Angela Walker	Aye
		Michael Corrigan	Aye

Motion Carried

Executive Director Rosas reported as of July 1st, 2021 the Commission will go back to normal applications and waivers will no longer apply moving forward. President Corrigan asked for a motion to accept normal applications to begin on July 1st, 2021 as presented. Commissioner Walker made the motion. Commissioner Gilhooley seconded the motion.

The Board was polled:

Michelle De La Rosa	Absent	ShawnTe Raines	Aye
Cedric D. Giles	Aye	Orlando Velasquez	Aye
Nicole Gilhooley	Aye	Angela Walker	Aye
		Michael Corrigan	Aye

Motion Carried

Executive Director Rosas reported the Commission received a letter of engagement from GWA for FY2021 Audit. GWA are the Commission's Auditors and their current contract expires at the end of June. President Corrigan asked for a motion to continue to use GWA as the Commission's Auditors. Commissioner Walker made the motion. Commissioner Corrigan seconded the motion.

The Board was polled:

Michelle De La Rosa	Absent	ShawnTe Raines	Aye
Cedric D. Giles	Aye	Orlando Velasquez	Aye
Nicole Gilhooley	Aye	Angela Walker	Aye
		Michael Corrigan	Aye

Motion Carried

**PUBLIC PARTICIPATION**

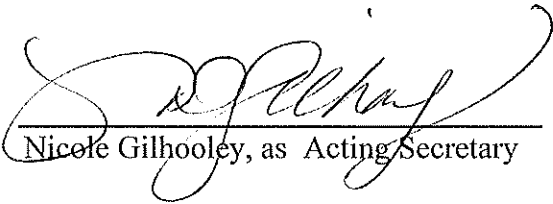
**ADJOURNMENT**

President Corrigan stated there was no other business or public participation and called for a motion to adjourn the meeting at 7:00 pm. Commissioner Raines made the motion. Commissioner Walker seconded the motion.

The Board was polled:

Michelle De La Rosa	Absent	ShawnTe Raines	Aye
Cedric D. Giles	Aye	Orlando Velasquez	Aye
Nicole Gilhooley	Aye	Angela Walker	Aye
		Michael Corrigan	Aye

Motion Carried



Nicole Gilhooley, as Acting Secretary

Nora Mota, Recorder