

**Proviso Township Mental Health Commission
Meeting Minutes – May 19, 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
Lisa Loster

Guests

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Attorney: James Vasselli

* Denotes absent

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

The Pledge of Allegiance was recited.

Secretary De La Rosa called the roll. The following Commissioners represented a Quorum:

Michael Corrigan
Michelle De La Rosa
Nicole Gilhooley

ShawnTe Raines
Orlando Velasquez

MINUTES

President Corrigan asked for a motion to approve the minutes from the March 17, 2021 Board meeting. Vice President Raines made the motion. Commissioner Gilhooley seconded the motion. The Board was polled:

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

Motion Carried

PRESENTATION

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PRESIDENT'S REPORT

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TREASURER'S REPORT

President Corrigan presented both the Financial Status report and the Receipts & Distributions for March and April 2021. President Corrigan asked for an approval to consolidate the reports as one vote for both March and April 2021. Vice President Raines made the motion. President Corrigan seconded the motion The Board was polled:

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

Motion Carried

President Corrigan asked for a vote for the omnibus vote of the Treasurer's Report as a consolidation for both March and April 2021. Vice President Raines made the motion. Commissioner Gilhooley seconded the motion.

The Board was polled:

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

Motion Carried

President Corrigan reviewed the Appropriation Ordinance for FY21-22 for \$4,144,500.00 and asked for a motion to adopt the Appropriation Ordinance for FY21-22 in the amount of \$4,144,500.00. Vice President Raines made the motion. Commissioner Velasquez seconded the motion.

The Board was polled:

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

Motion Carried

ATTORNEY'S REPORT

EXECUTIVE DIRECTOR'S REPORT

Executive Director Rosas spoke about the \$30,000.00 earmarked for Loyola Covid Mobile Unit. He said the \$30,000.00 was not dispersed since the Loyola Covid Mobile Unit contract was never executed and therefore the contract expired.

Executive Director Rosas mentioned that after reviewing practices the Commission had been taking during the Covid-19 shutdown, we identified financial areas to modify that will help to safely and securely expedite how we conduct business. We will be implementing electronic fund transfers for agencies, secure direct deposits for payroll and obtain a debit card for office supplies. He told the Board most of the updating will be completed by next Board meeting and the goal is to have all revisions in place by the beginning of next fiscal year on July 1st.

OLD BUSINESS

NEW BUSINESS

Executive Director Rosas went over the plan to create a partnership with Prism Health Lab and the Commission to potentially vaccinate 250 youths in the Proviso Township area. The location for this Covid-19 Vaccine clinic will be in the Township Building parking lot. President Corrigan asked for a motion to approve the proposed partnership with Prism Health Lab as presented. Vice President Raines made the motion. Commissioner Gilhooley seconded the motion.

The Board was polled:

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

Motion Carried

Executive Director Rosas recommended a vote be made to approve the agency contracts for FY 21-22 as presented in the amount of \$2,863,000.00 which excludes Veterans Park District contract at this time. Executive Director Rosas noted changes in amounts granted to Pillars, Housing Forward and YMCA due to clients fluctuating needs within the Township. President Corrigan requested a motion be made as suggested by Executive Director Rosas. Vice President Raines made the motion. Commissioner Gilhooley seconded the motion.

The Board was polled:

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

Motion Carried

Executive Director Rosas mentioned since Commissioner Velasquez sits on the Veterans Park Board, a separate vote be made just for Veterans Park District in the amount of \$43,000.00. President Corrigan requested a motion be made as suggested by Executive Director Rosas regarding Veterans Park District contract be approved in the amount of \$43,000.00. Vice President Raines made the motion. President Corrigan seconded the motion.

The Board was polled:

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

Motion Carried

Executive Director Rosas presented a letter of intent from Progress Center for Independent Living for FY21-22. Vice President Raines noted not all clients are from the Proviso Township and asked Executive Rosas if any Proviso Township agencies handle developmental disabilities. Executive Rosas mentioned that CSS and Aspire have the same types of programs. President Corrigan requested a motion be made as recommended by Executive Director to decline the letter of intent from Progress Center for Independent Living. President Corrigan made the motion. Vice President Raines seconded the motion.

The Board was polled:

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

Motion Carried

Executive Director Rosas presented the renewal agreement from Access One for the next 36 months noting a decrease in cost. President Corrigan requested a motion be made to approve the agreement from Access One for the next 36 months as suggested. President Corrigan made the motion. Commissioner Velasquez seconded the motion.

The Board was polled:

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

Motion Carried

Executive Director Rosas presented a consideration of \$150,000.00 in Stipends to be given to agencies that went above and beyond during the Covid-19 shut-down especially as they move back to in- person sessions. As long as the money will not be spent for any type of wage raises, consultant fees, salaries, bonuses or any construction. President Corrigan requested a motion be made to approve the stipends in the total amount of \$150,000.00 as presented for the agencies as long as the money will not be spent for any type of wage raises in salaries, bonuses or any construction as suggested by Executive Director Rosas. President Corrigan made the motion. Vice President Raines seconded the motion.

The Board was polled:

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

Motion Carried

Executive Director Rosas requested a vote be made to renew the Livingston County Mental Health contract. This will enable the Livingston County Mental Health to use the Commission's Medicaid created software. President Corrigan requested a motion be made to renew the contract with Livingston County Mental Health. Vice President Raines made the motion. Commissioner Velasquez seconded the motion.

The Board was polled:

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

Motion Carried

Executive Director Rosas requested a vote to attend the North Riverside Mayors golf outing which will benefit the Youth Scholarship Fund. President Corrigan requested a motion be made to attend the golf outing for the Youth Commission Fund. Commissioner Velasquez made the motion. Vice President Raines seconded the motion.

The Board was polled:

Michelle De La Rosa	Aye	ShawnTe Raines	Aye
Cedric D. Giles	Absent	Orlando Velasquez	Aye
Nicole Gilhooley	Aye	Angela Walker	Absent
		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. Vice President Raines made the motion. Commissioner Gilhooley seconded the motion.

The Board was polled:

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

Motion Carried


Michelle De La Rosa, Secretary

Nora Mota, Recorder