

**Proviso Township Mental Health Commission
Meeting Minutes – February 16, 2022
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

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Attorney: Terrence J. Casey

* Denotes absent

President Corrigan called the meeting to order at 6:35 p.m.

The Pledge of Allegiance was recited.

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

Michelle De La Rosa
Nicole Gilhooley

Orlando Velasquez
Michael A. Corrigan

MINUTES

President Corrigan asked for a motion to approve the minutes from the January 18, 2022 Board meeting. President Corrigan made the motion. Commissioner Velasquez seconded the motion.

The Board was polled:

Michelle De La Rosa	Aye	ShawnTe Raines	Absent
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 the Financial Status report for January 2022. President Corrigan asked for a motion to approve the Financial Status report for January 2022. Commissioner De La Rosa made the motion. Commissioner Gilhooley seconded the motion.

The Board was polled:

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

Motion Carried

President Corrigan presented the Receipts & Disbursements for the month of January 2022. President Corrigan asked for a motion to approve the Receipts & Disbursements for January 2022. Commissioner Velasquez made the motion. Commissioner Gilhooley seconded the motion.

The Board was polled:

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

Motion Carried

ATTORNEY'S REPORT

Attorney Casey spoke regarding CDC protocol and mandates regarding the Covid-19 vaccines. Since the rules and regulations are fluid, the Commission does not have the resources to police the agencies' interpretation and follow through on what they require of their employees.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Rosas reported the current insurance requirements have shifted due to the severity of security and privacy claims over the past year. The Commission's cyber control insurance has imposed new minimum security control requirements in order to continue to provide coverage. The Commission has requested twelve months to meet all ten requirements at this time, which has been granted.

Executive Director Rosas mentioned to the Board that the Commission's IT company has given an updated cost report due to all the new equipment needed to meet the new cyber insurance requirements. At this time IT estimated an additional \$253.00 per month to the maintenance agreement.

Executive Director Rosas mentioned the posters and flyers for Proviso Township High Schools have been created and distributed through the area. The Social Worker present at PMSA has had a positive reaction. She has been able to reach students and several have been referred out for further treatment.

Executive Director Rosas reported the Cook County ethics form has been updated for the 2022 calendar year. He just wanted to remind the Board the deadline for filing this year is May 1, 2022.

OLD BUSINESS

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NEW BUSINESS

Executive Director Rosas recommended the Board's approval of the office insurance renewal proposal and the necessary cyber upgrades and controls as required by the underwriter. President Corrigan asked for a motion to approve the office insurance renewal and cyber/security upgrades as presented, not to exceed \$6,500. President Corrigan made the motion. Commissioner Velasquez seconded the motion. The Board was polled:

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

Motion Carried

Executive Director Rosas requested the Board adopt the updated parental leave resolution to stay current with today standards. President Corrigan asked for a motion to adopt the parental leave resolution as presented. Commissioner Gilhooley made the motion. Commissioner Velasquez seconded the motion. The Board was polled:

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

Motion Carried

Executive Director Rosas mentioned to the Board that the Commission had a tradition of supporting the Special Olympics. He asked the Board to continue their support. President Corrigan asked for a motion to approve the Special Olympics continued support in the amount of \$1,500.00 as presented. President Corrigan made the motion. Commissioner Velasquez seconded the motion. The Board was polled:

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

Motion Carried

Executive Director Rosas requested the Board consider adopting the mileage and parking policy. President Corrigan asked for a motion to adopt the mileage and parking policy as presented. President Corrigan made the motion. Commissioner Velasquez seconded the motion. The Board was polled:

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

Motion Carried

Executive Director Rosas mentioned that the Aspire Fundraiser will take place on March 12th and requested the Board approve tickets for Board members interested plus one. President Corrigan asked for a motion to approve purchase as presented. President Corrigan made the motion. Commissioner Velasquez seconded the motion.

The Board was polled:

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

Motion Carried

PUBLIC PARTICIPATION

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ADJOURNMENT

President Corrigan stated there was no other business or public participation and called for a motion to adjourn the meeting at 6:55pm. Commissioner Velasquez made the motion. Commissioner Gilhooley seconded the motion.

The Board was polled:

Michelle De La Rosa	Aye	ShawnTe Raines	Absent
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