

Proviso Township Mental Health Commission
Meeting Minutes – February 14, 2023
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
 Joe Vasilevski

Guests

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Attorney: Terrence J. Casey

* Denotes absent

** Denotes on phone

President Corrigan called the meeting to order at 6:03 p.m.
 The Pledge of Allegiance was recited.

Secretary Orlando Velasquez called the roll. The following Commissioners represented a Quorum:
 Cedric Giles Orlando Velasquez
 Nicole Gilhooley Michael Corrigan

MINUTES

President Corrigan asked for a motion to approve the minutes from the January 18, 2023 Board meeting. Commissioner Corrigan made the motion. Commissioner Velasquez seconded the motion. The Board was polled:

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

Motion Carried

President Corrigan asked for a motion to approve the date change of the meeting from Wednesday, February 15th, 2023 to Tuesday, February 14th, 2023. President Corrigan made the motion. Commissioner Velasquez seconded the motion. The Board was polled:

Michelle De La Rosa	Absent	ShawnTe Raines	Absent
Cedric D. Giles	Aye	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 2023. President Corrigan asked for a motion to approve the Financial Status report for January 2023. Commissioner Giles made the motion. Commissioner Gilhooley seconded the motion.

The Board was polled:

Michelle De La Rosa	Absent	ShawnTe Raines	Absent
Cedric D. Giles	Aye	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 2023. President Corrigan asked for a motion to approve the Receipts & Disbursements for January 2023.

Commissioner Corrigan made the motion. Commissioner Giles seconded the motion.

The Board was polled:

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

Motion Carried

ATTORNEY'S REPORT

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EXECUTIVE DIRECTOR'S REPORT

Executive Director Rosas reported Aspire event names of attendees is required for fundraiser on March 11 at the Morgan Manufacturing.

Executive Director Rosas mentioned that the Commission's IT company has installed the new equipment needed at the front door which keeps track of individuals entering the office with time and video tracking.

Executive Director Rosas presented a quarterly disbursement sheet to the Board noting that Youth Outreach Services has not reported their expenses therefore they will not receive their third quarter disbursement check.

Executive Director Rosas reported Strengthening Families is creating videos which will be put on a loop here at the Commission so outsiders can see different resources that are sponsored by the Commission in the Proviso Township area.

Executive Director Rosas reported that Mayor Rory Hoskins reached out to the Commission requesting help for a Forest Park Mental Health Expo he is planning for May. Executive Director Rosas mentioned he is inviting the agencies to set up an informative table at the Expo. He noted there will be a marketing expense for this and will notify the Board once he has a better idea of costs.

Executive Director Rosas reported that the ACMHAI membership application has been completed and submitted.

OLD BUSINESS

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NEW BUSINESS

Executive Director Rosas requested the Board's approval of a trial program lead by the Commission to educate middle school students and their parents on the effects of marijuana, pills vaping and alcohol as well as other illicit substances. The program will cost \$450.00 dollars for two - five hour sessions. President Corrigan asked for a motion to approve The Way Back Inn trial program as presented. Commissioner Corrigan made the motion. Commissioner Velasquez seconded the motion.

The Board was polled:

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

Motion Carried

Executive Director Rosas requested the Board's approval to purchase the Strengthening Families Program training kits to train families in the Proviso Township to teach other Families/Peers at this location. The cost is \$2,950.00 dollars for the kits. President Corrigan asked for a motion to approve the purchase of the training kits as presented. Commissioner Velasquez made the motion. Commissioner Corrigan seconded the motion.

The Board was polled:

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

Motion Carried

Executive Director Rosas requested a correction of the office insurance amounts from the last meeting, the difference being \$511.00 more. President Corrigan asked for a motion to approve the new office insurance as presented for the amount \$14,456.00. Commissioner Corrigan made the motion. Commissioner Velasquez seconded the motion.

The Board was polled:

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

Motion Carried

CLOSED SESSION

President Corrigan moved to adjourn for Closed Session at 6:24pm to discuss employee matters. Commissioner Corrigan made the motion. Commissioner Velasquez seconded the motion. The Board was polled:

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

Motion Carried

President Corrigan moved to reconvene to Open Session at 6:34pm. Commissioner Corrigan made the motion. Commissioner Velasquez seconded the motion.

The Board was polled:

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

Motion Carried

President Corrigan requested a motion to create a new financial assistant part-time position at \$18,000.00 per year. Commissioner Corrigan made the motion. Commissioner Velasquez seconded the motion.

The Board was polled:

Michelle De La Rosa	Absent	ShawnTe Raines	Absent
Cedric D. Giles	Aye	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 6:45pm. Commissioner Corrigan made the motion. Commissioner Giles seconded the motion.

The Board was polled:

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

Motion Carried


Orlando Velasquez, Secretary

Nora Mota, Recorder