

**Proviso Township Mental Health Commission  
Meeting Minutes - January 17, 2024  
4565 Harrison Street  
Hillside, IL 60162**

Present

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

Staff

Jesse Rosas  
Joe Vasilevski  
Nora Mota

Guest

Attorney: Terrence J. Casey

\* Denotes Absent

Commissioner Corrigan called the meeting to order at 6:01pm

The Pledge of Allegiance was recited.

Commissioner Velasquez called the roll. The following Commissioners represented a quorum:

Michelle De La Rosa	Orlando Velasquez
Cedric D. Giles	Michael A. Corrigan

**MINUTES**

Commissioner Corrigan asked for a motion to approve the minutes from the November 15, 2023, Board meeting.

Commissioner Giles made the motion. Commissioner Velasquez seconded the motion.

The Board was polled:

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

Motion Carried

**PRESENTATION**

~

**PRESIDENT'S REPORT**

President Corrigan welcomed the Board back and wished everyone a Happy New Year.

**TREASURER'S REPORT**

Commissioner Giles presented the Financial Status report for November 2023. Commissioner Corrigan asked for a motion to approve the Financial Status report for November 2023. Commissioner Corrigan made the motion. Commissioner De La Rosa seconded the motion.

The Board was polled:

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

Motion Carried

Commissioner Giles presented the Receipts & Disbursements report for November 2023. Commissioner Corrigan asked for a motion to approve the Receipts & Disbursements report for November 2023. Commissioner Corrigan made the motion. Commissioner Giles seconded the motion.

The Board was polled:

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

Motion Carried

Commissioner Giles presented the Financial Status report for December 2023. Commissioner Corrigan asked for a motion to approve the Financial Status report for December 2023. Commissioner Corrigan made the motion. Commissioner De La Rosa seconded the motion.

The Board was polled:

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

Motion Carried

Commissioner Giles presented the Receipts & Disbursements report for December 2023. Commissioner Corrigan asked for a motion to approve the Receipts & Disbursements report for December 2023. Commissioner Corrigan made the motion. Commissioner Giles seconded the motion.

The Board was polled:

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

Motion Carried

**ATTORNEYS REPORT**

~

**EXECUTIVE DIRECTOR'S REPORT**

Associate Director Vasilevski mentioned to the Board that per new state law Paid Leave For All Workers Act (820 ILCS 192/), Attorney Casey wrote a policy for the Commission that will be entered into the employee policy handbook that states we will apply the one-day requirement for PLAWA on the first day of each calendar year.

Associate Director Vasilevski mentioned to the Board that the Commission selected the agencies that will be receiving additional financial support using the \$300,000 discussed for distribution at the last Board meeting.

Associate Director Vasilevski mentioned to the Board that after further review and inspections of Way Back Inn and Aging Care Connections, both agencies are in good standing order at this time.

Associate Director Vasilevski mentioned to the Board that the Holiday Workshop was well received and fifty people are expected to attend. He also noted the event is under budget.

**OLD BUSINESS**

~

**NEW BUSINESS**

Associate Director Vasilevski stated that a check in the amount of \$5,000.00 was approved by Commissioner Corrigan in December for Pillars annual fundraiser. He asked for the Board to ratify the \$5,000.00. Commissioner Corrigan asked for a motion to approve the check cut to Pillars in the amount of \$5,000.00 last month. Commissioner Corrigan made the motion. Commissioner Velasquez seconded the motion.

The Board was polled:

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

Motion Carried

Associate Director Vasilevski referred to the Housing Forward Gala invitation requesting a \$2,500.00 donation for the event. He commented that we have supported the Gala in the past and recommended approval. Commissioner Corrigan asked for a motion to approve the \$2,500.00 as a donation. Commissioner Velasquez made the motion. Commissioner Corrigan seconded the motion.

The Board was polled:

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

Motion Carried

Associate Director Vasilevski requested that the February audit be tabled at this time until after the closed session has resumed. Commissioner Corrigan asked for a motion to table the February Audit as requested. Commissioner Corrigan made the motion. Commissioner De La Rosa seconded the motion.

The Board was polled:

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

Motion Carried

**CLOSED SESSION**

Commissioner Corrigan moved to adjourn for Closed Session at 6:18pm to discuss personnel matters. Commissioner De la Rosa seconded the motion.

The Board was polled:

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

Motion Carried

Commissioner Corrigan moved to end Closed Session at 6:29pm. Commissioner Corrigan made the motion. Commissioner De La Rosa seconded the motion.

The Board was polled:

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

Motion Carried

Commissioner Corrigan moved to name Kate Williams as Director of Compliance for the Commission. Commissioner Corrigan made the motion. Commissioner De La Rosa seconded the motion.

The Board was polled:

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

Motion Carried

Commissioner Corrigan moved to suspend the policy for one time because of special circumstances, for the new hire in order for her to retain earned vacation of four weeks because she has been working for a component of the Commission for the past 9 years. Commissioner De La Rosa made the motion. Commissioner Corrigan seconded the motion.

The Board was polled:

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

Motion Carried

Commissioner Corrigan moved to revisit and accept the tabled February audits in item C. No action was required per Attorney Casey.

### **PUBLIC PARTICIPATION**

~

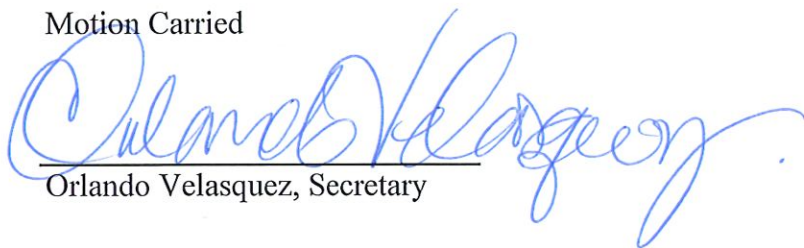
### **ADJOURNMENT**

Commissioner Corrigan stated there was no other business or public participation and called for a motion to adjourn the meeting at 6:50pm. Commissioner Giles made the motion. Commissioner De La Rosa seconded the motion.

The Board was polled:

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

Motion Carried

  
Orlando Velasquez, Secretary

Nora Mota, Recorder