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Illinois Department on Aging

Fatality Review Team Advisory Council via WebEx

November 17, 2022 2:00 pm – 3:00 pm

1. Dana Wilkerson, deputy division manager, started off the meeting and welcomed everyone. Amy Brown, division manager, also welcomed everyone and added that she was looking forward to the agenda. Ms. Wilkerson recognized our partners on the call, Molly Chapman, Doug Kircher and Robin Morgan. No members of the public were in attendance. Dana Wilkerson called the meeting to order at 2:03 pm and took roll call.
2. Attendance of committee members: Area 01- Yvonne Anderson; Area 02- Diane Michalak; Area 03- Telly Papanikolaou; Area 08 – Amanda Kach; Area 09 and 10 – Beverlee Hiestand; Area 11 – David Mitchell and Stacey Aschemann; Area 12 – Dr. Kim Dixon; Area 13 – Jamie Farrell. Areas 04, 05, 06, 07 did not have a representative present.
3. Ms. Wilkerson discussed old business including the Client Safety meetings. There have been 2 meetings with the emphasis on the critical points of service. The development of a brochure to be given out to clients that either refuse service or refuse the investigation is a focus of these meetings. This will help clarify to these clients what APS is and what APS is not as well as explain what exactly they are declining to accept. Tracking data may show trends or factors in common with refusals overall.
4. Additional old business was discussing cases with the Public Health Death Reporting Data Base. Jaime Farrell was given 3 cases for research. Ms. Farrell reported that all 3 cases were short with limited information available and needed more information.
5. Updates and general comments were provided by each area regarding their area meetings.
 - Area 13 - Jamie Farrell stated they met in September and will be meeting again in December. Their case had limited information was a new case and will be followed up on in December and will use the fishbone at that time.
 - Area 12 - Dr. Dixon stated her group did not meet and they did not have a case.

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- Area 11 – Stacey A. advised their group met and they had received the coroner’s report for their case. The case showed the client needed medical attention.
- Area 10 – Beverlee Hiestand stated the group’s next meeting is scheduled for December 8, 2022.
- Area 09 – Beverlee Hiestand stated the group’s next meeting is scheduled for December 9, 2022.

Ms. Wilkerson asked about FRT committee meetings. If committees were having trouble getting together and if meetings were a regular rotation for scheduling. She asked if anyone had any ideas for revitalizing the FRT members and helping them to better engage.

Ms. Wilkerson also briefly discussed the ARPA Grant funding that will be available to the RAAs, including the purpose of the grant to focus on trainings and working closely with Law Enforcement including TRIADs. Mr. Pastor took over the call and discussed what M Teams include.

- Area 08 – Amanda Kach provided an update. Their group did meet however they did not have a case to review. Their next meeting is December 7th.
- Area 03 – Telly Papanikolaou provided an update. Their group did not have a case and their meeting was cancelled.
- Area 02 – Diane Michalak stated their November 2nd meeting was cancelled. Their next meeting is scheduled for December 7th and they do have a case to review.
- Area 01 – Yvonne Anderson advised their next meeting is December 16th and their group does have a case.

6. Telly Papanikolaou asked if there was any type of flexibility with regard to having meetings 4 times per year. With a lack of cases and scheduling conflicts this may be something to consider. Brian Pastor, program manager, will start a discussion internally and review statute and rule and advise of a decision at our next meeting.
7. Cicely Johnson advised Mr. Pastor that the Open Meetings Act is open again and working. Mr. Pastor advised this is mandatory training.
8. Mr. Pastor started a discussion on a project the FRTAC will be taking on: Client and staff safety. A field safety guide was reviewed from APS in Georgia. APS has developed a guide to be distributed using information collected and will contain best practices so that everyone has the same information. A critical incident review team is also being developed. A form is also being created to document any critical incident. It will be a fillable pdf form. This will all be used to collect data to promote client and staff safety and

identify trends. The ACL is also looking into this and collecting information from different states. The guide was briefly discussed.

The Caseworker Safety guide (Field Safety Guide) was introduced at the November APS Conference. It is based on information from a Georgia manual, including best practices and caseworker safety. Data collection, literature and safety event committee. Tried to encompass all things that could lead to distress or harm to our staff or caseworkers. There will be a training at a later date, tentatively December 13th.

9. Home visit confirmation was discussed. To assure the health welfare and safety of clients, what plan can we put in place to assure visits are taking place.

Mr. Pastor asked for comments on using either an app or another form of safety/security system or check in system such as a call-in system. In the past a system (an app) such as Guardian has been used Amanda Kach advised SIVNA has used a Guardian type app and had issues with accuracy. All of their staff have every staff phone numbers for added safety. It sounds like most providers are using informal methods.

10. Ms. Wilkerson returned to the call and asked for a motion to adjourn at 2:39 pm. A motion was made by Telly Papanikolaou and a second by Stacey Aschemann and the meeting was adjourned.