



JB Pritzker, Governor  
Paula A. Basta, M.Div., Director

One Natural Resources Way, Suite 100, Springfield, Illinois 62702-1271  
Phone: 800-252-8966 • 888-206-1327 (TTY) • Fax: 217-785-4477

## Illinois Department on Aging

### Fatality Review Team Advisory Council via WebEx

**2:00 p.m., August 18, 2022**

---

FRTAC Meeting Minutes: August 18, 2022 2:00 pm – 3:00 pm

Dana Wilkerson, deputy division manager, started off the meeting and welcomed everyone. Amy Brown, division manager, also welcomed everyone and thanked them for attending. Ms. Wilkerson also recognized our partners on the call, Molly Chapman, Doug Kircher and Robin Morgan. Dana Wilkerson called the meeting to order and took roll call.

Attendance of committee members: Area 01- Yvonne Anderson; Area 02- Diane Michalak; Area 03- Telly Papanikolaou and Mike Howard; Area 04 – Holly Kozinski; Area 05 – Duane Northrup, Lana Sample; Area 06-Brenda Fleming; Area 08 – Amanda Kach; Area 09 and 10 – Beverlee Hiestand; Area 11 – David Mitchell; Area 12 – Dr. Dixon; Area 13 – Audrey Klopp with Jamie Farrell joining shortly. Area 07 did not have a representative present.

Minutes were discussed from the August meeting and were abbreviated due to a recording issue and provided a summary of the minutes. Dana Wilkerson made a request for these minutes to be approved. Yvonne Anderson and Duane Northrup made first and second motions and the minutes were approved.

The Public Health Death Reporting Data Base has not had much movement. Trish Gorda, our data analyst, will be looking at this data base. Trish has also been instrumental in creating snapshots. Snapshots were discussed as well as what information is included in a snapshot. Documentation was also discussed.

Updates and general comments were provided by each area regarding their area meetings.

Area 13 - Jamie Farrell stated they are meeting in September and are looking for a new case.

Area 12 - Dr. Dixon provided an update. They did meet and she did not have many details. Anne Stewart-Reed was also present at the meeting and advised there were no training needs identified in reviewing this case.

Respect for yesterday. Support for today. Planning for tomorrow.  
[www.illinois.gov/aging](http://www.illinois.gov/aging)

Area 11 – David Mitchell advised their group is waiting on the report from the coroner.

Area 10 – Beverlee Hiestand stated their group is meeting next month and is working on their memberships.

Area 09 – Beverlee Hiestand stated this group met on Tuesday without a quorum. The coroner was present. They also are working on memberships.

Area 08 – Amanda Kach provided an update, and their group did meet. The group has a new member from law enforcement who advised they are seeing an increase in both suicide and drug overdoses.

Area 06 – Brenda Fleming provided an update and their group met in June. The case was an overdose. She added it was a productive meeting.

Area 05 – Duane Northrup stated their group did not meet.

Area 03 – Telly Papanikolaou stated the group did meet and had a case. The patient was hospitalized and passed away. Limited information was available and used the fishbone. Mike Howard also agreed.

Area 02 – Diane Michalak stated they did meet however there was not a case.

Area 01 – Yvonne Anderson advised their meeting this morning was cancelled however there is a case for their next meeting.

Dana Wilkerson asked if there is any old business to revisit and none was mentioned.

Ms. Wilkerson 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. We are developing a guide to be distributed using information collected and will contain best practices and 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. This will all be used to collect data to promote client and staff safety. The ACL is also looking into this and collecting information from different states. Ms. Wilkerson asked for feedback on this.

A question was asked about the 988 mental health hotline. A possible 988 training is something that we would like to go forward with. Area 09 Beverlee Hiestand provided an example of using the 988 hotline and advised no one connected to the call.

Molly Chapman also commented that she has not heard anything. The possibility of a resource guide that would explain options for clients that are declining services is an option also discussed. This would offer information to clients if needed later to help reduce risk.

Doug Kircher suggested when they see a client that they feel need services a referral form be filled out along with in the summary of the substantiation case notes stating the same. This can help get them more services.

Dr. Dixon added that providers have seen fairly long wait times and also need clarification on what services are available on the front end to support clients and caregivers before it reaches a point of being a negative for the clients and caregivers.

In January 2022, Abandonment legislation has also been added include abandonment as a specific type of abuse and neglect. This included adding annual trauma informed training for our staff as well as starting a demonstration project in January of 2024. Creating a screening tool and be able to point people in the direction of available services.

Ms. Wilkerson asked for volunteers for two separate projects. One is to look at what is currently happening including information with the ACL and their information. Lana Sample volunteered. The second is literature review committee. Brochures for safety planning as well as other information. Molly Chapman will talk to her managers to see if she has a staff member available. This will be followed up on later in order to make this more impactful. Amanda Kach requested an email with specifics. Areas 08, 09, and 10 advised they will look into providing a representative for these committees. Ms. Wilkerson advised this will be followed up on later in order to make sure these committees are impactful.

Duane Northrup advised of training available through the DOJ website on elder abuse investigations – It is a 1-hour training with videos called EAGLE – Elder Abuse Guide for Law Enforcement. Highly recommended for any law enforcement on teams.

Ms. Wilkerson asked for a motion to adjourn at 2:56 pm. A motion was made by Duane Northrup and a second by Telly Papanikolaou and the meeting was adjourned.