

Illinois Department on Aging
Fatality Review Team Advisory Council Meeting
2:00 p.m., August 21, 2018

Members Present:

Co-Chair Teva Shirley (Area 08), Co-Chair Diane Michalak (Area 02), Loren Carrera (Area 02), Holly Kozinski (Area 4), Yvonne Anderson (Area 01), Donna Schnell (Area 10), Brenda Fleming (Area 06), Amy Brown (Area 05), Duane Northrup (Area 05), Clarissa Palermo (Area 12), Mark Thomas (Area 03), Scott Kinley, Kathryn Johnson (05)

Members Absent:

Nancy Hinton (Area 09), Diane Slezak (Area 13), Jim Allmon (Area 07),

Guests:

Jon Hofacker, (FRT 13)

IDoA:

Maureen Squires, Ellen Byron, Phyllis Roate, Mary Spriggs Ploessl, Troy Yancy, Anne Stewart-Reed

Meeting called to order at 2:00 p.m.

Minutes from May 22 were approved.

Introductions:

Diane Drew retired as Executive Director of CHELP and as Chair of the Regional FRT 05 Team. She served as that team's representative on the Council and will be replaced by Kathryn Johnson, APS Supervisor at PATH. Kathryn was welcomed to the Council as a new member.

Old Business:

IDoA liaisons to Teams have indicated teams sometimes struggle with coming up with cases to review, particularly in the southern portion of the state. Members stated that when this occurs, they either postpone the quarterly meeting or hold a roundtable to discuss other ongoing issues. Holly K. stated that she has also shown the FRT the “Norman” abuse DVD. The other issue confronting Teams appears to be a lack of volunteering to serve in the Coordinator position. The Coordinator organizes the meetings, ensures a case is brought forward, puts an agenda forward and maintains minutes and generally serves as the “workhorse” for the Team. In Area 1, IDoA trainer and liaison Holly Zielke is currently serving as Coordinator because no one else has offered to. It is a difficult role to assign as members are volunteers. Maureen stated that the upcoming APAC is featuring a session on FRTs and perhaps such issues could be discussed as part of a panel discussion though the primary focus of the session will center on the role medical examiners and coroners bring to an FRT. Members also asked if the duties of Coordinator could somehow be dispersed among the group.

FRT Adopted Rules

Council members previously received the Rules to become familiar with them. It was reiterated that the establishment of the rules would serve as a playbook going forward and will serve to be the defining source for protocol.

Ethics

Members were emailed trainings on Ethics and Sexual Harassment. Maureen asked that they complete the on-line training, acknowledge completion by signing the certificate generated at the end and emailing it back to her. She will compile all the certificates and provide them to the IDoA General Counsel who will keep them on file. The training is required for all members serving on a public body.

FRT Annual Reports

Members were informed that data has been retrieved from the FRT database and organized by fiscal year. Maureen will incorporate into annual reports covering fiscal years 2016-18 and send a draft onto FRT Coordinators and the Council. She explained the fields captured in the data, and that some of the data is incomplete for those years because not all teams were operational. Cases for FY 19 should reflect all FRTs in the state. Coordinators have been identified and given access to the secured site going forward. Members stated that the data requested needs to be reviewed. Holly K. asked that a field be added to capture what is done in response to a certain case discussed i.e. trainings held in response to needed education etc. She herself has conducted such trainings to those she felt needed to call APS in a certain situation but were uneducated about the program. Such response, members contend, should be documented within the database.

Adult Protection and Advocacy Conference

Maureen said she would email all Council members the agenda for the upcoming Adult Protection and Advocacy Conference to be held September 18-20 at the Holiday Inn Itasca.

Adjournment

Meeting adjourned at 3 p.m. The final meeting of the year has not been scheduled.