

## CENTRAL ILLINOIS FATALITY REVIEW TEAM

**Date of Meeting:** May 23, 2018

**Sequential #** 20

**Members in attendance:** Holly Kozinski, Patty Roberts, Jeannine McAllister, Jamie Harwood, Claudia Kemple, Mary Taylor

**Members not in attendance:** Amiee Shinall, Amy Fox, Brian Fengel, Denise Durrell, Jerry Brady, Rose Haisler, Sharon Aycok, Shawn Curry, Sherry Webster, Joseph Vissering, Scott Price

**Guest in attendance:** None

**Holly Kozinski**, called the meeting to order.

**Approval of last meetings minutes, were approved by Jeannine McAllister, seconded by Jamie Harwood.**

**Old Business:** Holly shared with members that she has completed both the Open Meetings Act Officer training and the FOIA officer training so she is now the team appointed FOIA and OMA officer.

**New Business:** Holly shared that Jeff Baldi the Fatality Review Team chair has officially retired and has left the Fatality Review Team. Holly shared that due to this the chair position is currently open. Jeannine McAllister nominated Jamie Harwood to be the new Fatality Review Team chair and nominated Patty Roberts to act as the new Fatality Review Team co-chair. All members voted unanimously to appoint Jamie Harwood as the new chair of the Fatality Review Team and Patty Roberts as the new co-chair of the Fatality Review Team.

Holly shared that Jan Carroll has also retired and has left the Fatality Review Team. Holly shared that she has contacted Jan's employer to see if they have anyone else that would be willing to participate on the team. Jamie Harwood shared that Rose Haisler has moved and would not be participating on the team anymore. Holly encouraged members to send Holly information on anyone they know who would be interested in participating on the Fatality Review Team.

Holly asked if all members have received a Fatality Review Team manual and Jamie Harwood shared that he had not yet received one and Holly was able to provide Jamie Harwood with a manual at the meeting.

Holly shared with members that the new Fatality Review Team administrative rules have been approved. Holly shared that these rules will be developed and summarized into a new handbook by the Fatality Review Team administrative council and that when that handbook is completed and distributed to team Holly will give all members and updated copy.

**Executive Session:** In accordance with 5ILCS 120/2C30 Roll call was taken, Patty Roberts made a motion to move into executive session, Mary Taylor seconded, all members present voted to go into closed session. Closed session recorded and on file.

The closed/executive session ended, member voted to return to open session.

Holly thanked everyone for, their participation and commitment to the team.

**Adjourn:** Motion to adjourn was, made by Claudia Kemple, seconded by Jamie Harwood.

Respectively Submitted,

Holly Kozinski APS Director

Next team meeting: **August 22, 2018 2:30 P.M.** at The Center for Prevention of Abuse