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# Central Illinois Adult Fatality Review Team

*Serving: Peoria and Tazewell Counties*

March 3, 2021

April 28, 2021

July 21, 2021

September 22, 2021

All meetings at this time are being held virtually through a Web-ex portal due to the COVID 19 pandemic

Meeting Time : 2:30 P.M.

All meetings are subject to the Open Meetings Act. Any questions contact APS Director/Central Illinois Fatality Review Team Coordinator Holly Kozinski at (309) 637-3905

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# Central Illinois Adult Fatality Review Team

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**AGENDA**

**WEDNESDAY**

**March 3, 2021**

Sequential # 30

**Call to order**

**Welcome:** Members

**Approval:** Of November 18, 2020 minutes

**Old Business:** Root Cause Analysis Committee Updates, Ethics and Harassment Training Update, Meeting Dates for 2021

**New Business:** 2021 Open Meeting Act and FOIA Officer Training, New APS guidance from IDOA

**Executive Session:**

**Adjournment:**

**Next Meetings:** April 28, 2021, 2:30 PM (Possible Web-ex Meeting)

*5 ILCS120/2/(c)(30) Those meeting or portions of meetings of an at-risk adult fatality review team or the Illinois At-Risk Adult Fatality Review Team Advisory Council during which a review of the death of an eligible adult in which abuse or neglect is suspected, alleged, or substantiated is conducted pursuant to Sect 15 of the Adult Protective Services Act.*

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## **CENTRAL ILLINOIS FATALITY REVIEW TEAM**

**Date of Meeting: November 18, 2020**

### **Sequential #30**

**Members in attendance:** Holly Kozinski, Aimee Shinall, Amy Fox, Sara Schryer, Jeannine McAllister, Kim Tiley, Claudia Kemple, Charles Hanley, Denise Durrell

**Members not in attendance:** Joe Vissering, Sharon Aycock, Jodi Hoos, Jamie Harwood, Clint Rezac, Mary Taylor, Brian Fengel, Chelsea Parker

**Guests in attendance:** Ian Thomas (APS Supervisor)

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

**Approval of August meeting minutes, were approved by Jeannine McAllister and Aimee Shinall**

**Old Business:** Holly reminded members that we have a new liaison from IDOA and introduced Kim Tiley. Holly shared that Claudia Kemple will no longer be attending FRT meetings for this team. Holly thanked Claudia for all of her help and input that she has provided to this team over the years.

Holly reiterated some of the program changes in light of COVID-19. Holly shared that currently Caseworkers are continuing under guidelines that were sent out by IDOA on July 15<sup>th</sup> that states that Caseworkers can now see clients that are high risk face to face. Clients that are not receiving face to face visits are still receiving monthly telehealth calls.

**New Business:** Holly welcomed guest Ian Thomas (APS Supervisor) to the meeting.

Holly shared that as part of the statewide Fatality Review Team Advisory Committee she needs to complete an annual Ethics and Harassment Training. Holly shared that she was able to complete this training in October.

Holly shared that she has been serving on a sub-committee of the statewide Fatality Review Team Advisory Committee which is working on a new format for meetings to focus more on developing a Root Cause analysis of the cases we staff. The new format that we are discussing is called the 5 why's along with using a fishbone analysis tool. IDOA is looking to implement a new process in the spring of 2021. Holly shared that she will try to obtain some information on both of these processes to share with the team.

Holly shared the meeting dates for 2021 with the team. At this time meeting dates are as follows: February 24<sup>th</sup>, April 28<sup>th</sup>, July 21<sup>st</sup>, and September 22<sup>nd</sup>. At this time meetings will be virtual using a web-ex format and will continue to be at 2:30 p.m.

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

Holly thanked all members for their participation and their coming to the meeting.

**Motion to adjourn:** Motion to adjourn was made by Claudia Kemple and Charles Hanley.

Respectfully Submitted,

Holly Kozinski, Director

Next team meeting: **February 24, 2020 2:30 P.M.** at Center for Prevention of Abuse (possible virtual meeting through web-ex).