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**Meeting Minutes of:**  
**ILLINOIS DEPARTMENT OF PUBLIC HEALTH - PERINATAL ADVISORY COMMITTEE**  
**Hospital Facilities Designation Sub-Committee Meeting (HFDSC)**

**June 14, 2018**  
**9:30 a.m. until 12:00 p.m.**

<b>IDPH Office</b> <b>69 W. Washington St.,</b> <b>35<sup>th</sup> Floor</b> <b>Chicago, IL</b>	<b>IDPH Offices</b> <b>535 West Jefferson</b> <b>5<sup>th</sup> Floor</b> <b>Springfield, IL</b>
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**Attendees**

Members in Attendance	Guests and IDPH
Cindy Mitchell Adriana Beatty (Phone) Jenny Brandenburg Urmila Chaudhry (Phone) Robyn Gude Rick Pearl (Phone) Srikumar Pillai (Phone) Phil Schaefer Howard Strassner Melissa Zahnd	Tanya Dworkin, IDPH Trishna Harris, IDPH Shannon Lightner, IDPH Andrea Palmer, IDPH Miranda Scott, IDPH Alexander Smith, IDPH Kristen Woytowicz, IDPH  Daniell Ashford Roma Allen Andrea Cross Lori Filock Jodi Hoskins Cecilia Lopez Ann Schramm Debbie Schy Shirley Scott Maripat Zeschke
	Members Not In Attendance

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## **Introductions**

The Chair, Cindy Mitchell, called the meeting to order at approximately 9:35 A.M. on Thursday June 14, 2018. The committee was a little behind from the levels of care meeting that took place prior to the facilities designation meeting.

## **Motions**

1. **Motion to approve April 2018 minutes.**  
1<sup>st</sup> Howard Strassner, 2<sup>nd</sup> Urmila Chaudhry, Unanimous Approval
2. **Motion to close.**  
1<sup>st</sup> Melissa Zahnd, 2<sup>nd</sup> Robyn Gude, Unanimous Approval
3. **Motion to reopen.**  
1<sup>st</sup> Melissa Zahnd, 2<sup>nd</sup> Robyn Gude, Unanimous Approval
4. **Motion to adjourn.**  
1<sup>st</sup> Robyn Gude, 2<sup>nd</sup> Jenny Brandenburg, Unanimous Approval

## **Minutes**

- The minutes from the April 2018 meeting were reviewed and approved.

## **IDPH Updates**

- Illinois Department of Public Health had no updates.

## **Agenda Items**

### Work Plan

- Touchette hospital been pushed back to October.
- Swedish American will come before facilities in December as a Level III
- Memorial EAST will need their 18 month follow-up in April (2019) to their Level II to Level II+

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Discussion on Campus Moves

- The committee wanted to discuss the role of the facilities committee during campus moves.
- Discussion on notification and what processes would need to be in place
  - Committee would like to see a standard process across all levels of care.
- Potential processes discussed:
  - Community notification
  - Include a dual letter of agreement
  - EMS notification
  - Education transfer
- Discussed on if a full site visit would be required or not.
- The committee would like to still discuss:
  - Level 0 hospital process
  - An action plan process for if a woman walks in for birth at a level 0.

Closed Session

- Discussed a couple of individual hospital issues.

Reopened

- Public Comment: Is there data to support changes to NICU beds when it comes to an increase in level of care? What is needed? Can the facility keep up with competency and education?
  - Level III and IV work group is looking at volumes such as having a specific monthly census to keep competencies and to keep certain weights/gestational ages.

Next Steps

- Level 0 hospital process.
- Updated work plan.
- Touchette status review.
- Unity Point Methodist 18 month follow-up

Adjournment

- The meeting was adjourned with a motion from Robyn Gude and a second from Jenny Brandenburg with unanimous approval.