



**ILLINOIS DEPARTMENT OF PUBLIC HEALTH
OFFICE OF HEALTH CARE REGULATION
DEVELOPMENTALLY DISABLED FACILITY ADVISORY BOARD MEETING
JUNE 17, 2020 • 10:00 AM**

Approved Meeting Minutes

I. Call to Order and Introductions

Chairperson Aimee Isham called the meeting to order at 10:04 AM.

Members Present: Mike Bibo*, Fabricio Balcazar*, Dr. Geunyeong Pyo*, Deborah Kennedy*, Jeffrey Stauter*, Gujan Patel (Proxy for Lois Sheaffer-Kramer)*
***Indicates voting member**

Members Not Present: Margaret Cooch*
***Indicates voting member**

IDPH Representatives: Aimee Isham, Sean Dailey, Sara Wilcockson, Jennifer Uhles, Daniel Levad, George Logan, Erin Conley

Guests: Marie Rucker

A quorum was established at 10:08 AM.

II. Public Comments

None

III. Approval of Meeting Minutes

Minutes for the August 7, 2019 meeting presented to Board Members were approved unanimously.

Minutes for the November 13, 2019 meeting presented to Board Members were approved unanimously.

IV. Old Business

- A. **Approval of Bylaws:** Jennifer provided an overview of the revisions made to the Developmentally Disabled Advisory Board bylaws in order to comply with the Open Meetings Act (OMA).

In section 4-1 Mike Bibo asked if the department could consider changing the number of board members required to meet a quorum from six to five board members. Mike Bibo asked if the department would consider the total number of members needed to meet a

quorum be based on the number of current advisory board members present at the meeting.

Jennifer Uhles explained that the Illinois Open Meetings Act (OMA) requires six voting members to reach a quorum. In order to change the Advisory Board quorum requirements, the statutory act would have to be amended in order to enact that change in the bylaws.

In section 4-8 the board members said that the department should inform all attendees of the meeting recording disclosure.

In section 5-1 Mike Bibo said that the bylaws should include MCDD facilities under Article V responsibilities pertaining to rule making.

V. **New Business**

- A. **Confirmation of Meeting Dates (2020/2021):** The advisory board members approved the board meeting dates for the 2020 calendar year unanimously.

The advisory board members approved the board meeting dates for the 2021 calendar year unanimously.

- B. **COVID-19 Brief Discussion:** Dan Levad provided a brief update for Intermediate Care Facilities (ICF), and Individual Intellectually Disabled (IID) facilities about the protocol and procedures enacted to ensure the safety of employees and residents at the facilities.

VI. **Adjourn**

Chairperson Aimee Isham adjourned the meeting at 11:05 AM.

VII. **Next Meeting**

The next Developmentally Disabled Facility Advisory Board meeting is scheduled for Wednesday, August 12, 2020 at 10:00 AM.