AgeOptions Fatality Review Board Team  
Thursday, June 9th 2016  
Open Session – Meeting Minutes

Attendees:

- Clarissa Palermo – Cook County State’s Attorney (Chair)
- Dr. Kiran Joshi – Cook County Department of Public Health
- Jon Hofacker – AgeOptions
- Samantha Schoonover – Suburban Access, Inc.
- Cheryl Seley – Kenneth Young Center
- Diane Slezak – AgeOptions
- Katie Walsh – Cook County Sheriff Department
- Holly Zielke – Illinois Department on Aging
- Dr. Benjamin Soriano – Cook County Medical Examiner’s Office
- Sarah Stein – AgeOptions
- Paul Bennett – Next Level Health, Illinois
- Bianca Ingwersen – Oak Park Township (Guest)

Absent:

- Sharon Foy – Stickney Public Health District (Co-Chair)
- Chief James Episcopo – Brookfield Police Department
- Dr. John Gates – Cook County Medical Examiner’s Office
- Dr. Eimad Zakariya – Cook County Medical Examiners
- Roslyn Lennon – Vanguard West Suburban Hospital
- Andre Blue – Cook County Sheriff Police Department

Meeting Minutes:

I. Call to Order  
   a. Chair Clarissa Palermo called the meeting to order at 2:44pm.  
   b. Roll Call / Introductions

II. Review of the Meeting Agenda  
   a. Chair Clarissa Palermo moved to approve the agenda dated June 9th 2016.  
   b. Jon Hofacker seconded the movement. Agenda was approved
III. Review of April 14th, 2016 Meeting Minutes
   a. Holly Zielke confirmed a revision to the spelling of Alice Hayes.
   b. Chair Clarissa Palermo moved to approve the minutes.
   c. Jon Hofacker seconded the motion. Minutes were approved without changes.

IV. Organizational Items
   a. Membership Attendance and Recruitment
      i. The Fatality Review Team Manual states that members are required to
         attend 50% of the scheduled meeting to remain active. New members in
         health/hospitals will be contacted as well as a new contact in the Cook
         County Sherriff Department.
      b. Case Selection Support
         i. Jon Hofacker requested assistance in potential cases to review and cases to
            pull from non-APS sources such as the Medical Examiner Officer and
            Law Enforcement. Many potential cases have a pending status in
            investigation or the courts and cannot be used until a later date. Staff
            turnover has also played a factor in reaching presenters for cases as well.
         ii. Case Criteria
             1. Victim must be 60+ years in age or 18-59 with a disability.
             2. Victim must primarily reside in a community setting.
             3. Allegations should include Abuse, Neglect, or Exploitation.
      iii. Clarissa Palermo and Katie Walsh volunteered cases for future use.

V. Old Business
   a. Illinois Hospital Association – Member Survey
      i. Survey responses were collected with minimal feedback provided by
         respondents. Future efforts to reengage will continue as well as the
         collection of sample policy examples from local hospitals and
         comparisons to child abuse hospital protocol.
   b. February 2016 - Case Follow Up
      i. The APS supervisor from this previous case coincidently will be
         transitioning to the same hospital we have been trying to get in contact
         with regarding their policy on ANE. Jon Hofacker will establish contact
         her in July.

VI. New Business
   a. No suggestions were made to the team.

VII. Chair Clarissa Palermo moved to close the open session.
   a. Jon Hofacker seconded the movement.
   b. The Open Session closed at 3:08pm.

VIII. Call to Order (Re-Open the Meeting)
   a. Clarissa Palermo called the open meeting to order at 4:01pm.
IX. **Review of Future Meeting Dates**
- August 11\textsuperscript{th} 2016 - 2:30pm
- October 13\textsuperscript{th} 2016 - 2:30pm
- December 8\textsuperscript{th} 2016 - 2:30pm

X. **Adjournment**
a. Paul Bennett seconded the movement.
b. The meeting closed at 4:02pm.