

**Child Welfare Employee Licensure Board  
Meeting Minutes  
March 14, 2016  
DCFS Field Office, 400 Brown Street, Bloomington, Illinois**

**Board Members Present**

Jeanne Flynn  
Mary Ochman-Ahmed  
Debra Dyer-Webster  
Tiffany Jones  
Judi Bradley  
Hope Carbonaro  
Karen Blum

**Members Absent:**

N/A

**Others Present**

Janet Ahern, DCFS Legal  
Christi Sullivan, CWEL Office  
Joyce Bryan, CWEL Office  
Michelle Grove, Office of Training and Professional Development

Meeting was called to order by Tiffany Jones at 10:13 a.m.

**Welcome/Introduction:**

Tiffany Jones welcomed members to the meeting. Michelle Grove and Joyce Bryan were in attendance. Joyce announced her retirement and Michelle was there to observe and learn about the CWEL Board.

**Approval of Minutes:**

December minutes were not available for the meeting. The December 10, 2015 meeting minutes will be approved at the next quarterly board meeting.

**Announcements:**

Board members signed new confidentiality agreements. Christi reminded board members of the 2016 Ethics training requirement and requested that the acknowledgment forms be sent to her no later than March 30, 2016.

### **Board Openings:**

Christi Sullivan reminded members of the vacant POS position and one university faculty position. Karen Major's term will end this summer and the board will need an additional POS candidate. Christi followed up with suggestions from the December meeting. Two (2) candidates declined the invitation at this time due to scheduling/work commitments. One (1) candidate never responded after repeated attempts to contact and one (1) candidate does not meet the criteria for the university position.

Tiffany Jones called for a motion to close the meeting to discuss cases. Hope Carbonaro moved to close the meeting to discuss cases. Mary Ochman-Ahmed seconded the motion. Vote: unanimous. Motion carries. Meeting is closed to review cases and board member recommendations at 10:24 a.m.

### **Closed Session:**

**ELRT Report:** No formal ELRT report.

### **Case Review:**

Five (5) cases were brought to the CWEL Board. Four (4) cases were brought to the board for consideration of suspension based on falsification. One (1) case was brought to the board for consideration of lifting the suspension without prejudice for refiling. Three (3) licenses were suspended pending the OIG investigation and AHU process. One (1) license was suspended for a period of three days as a matter of permanent record and no action was taken to lift the suspension on one (1) license.

Judi Bradley moved to end the closed session and open the meeting. Debra Dyer-Webster seconded the motion. No further discussion. Motion carries and meeting is opened.

Closed session adjourned at 11:08 a.m.

### **Open Session:**

**Members Grid:** Christi provided a copy of the member's grid and requested for any changes to be listed. A new list will be updated with any changes and emailed to members at a later date.

**Next Meeting:**

The next meeting is scheduled for June 13, 2016 in Joliet.

The remaining meetings for 2016 are as follows:

September 12, 2016 in Bloomington

December 12, 2016 in Joliet

**Adjournment:**

Debra Dyer-Webster moved to adjourn the meeting. Judi Bradley seconded the motion.

Vote: Unanimous.

The meeting adjourned at 12:14 p.m.