

**ILLINOIS GUARDIANSHIP AND ADVOCACY COMMISSION  
SPRINGFIELD GENERAL OFFICE  
421 East Capitol Avenue, Suite 205  
Conference Room  
Springfield, Illinois 62701-1797  
(217) 785-8981**

**COMMISSION MINUTES  
September 23, 2002**

**MEMBERS PRESENT**

Kenley R. Wade, Vice Chairperson  
Seymour Bryson, Ph.D.  
Glenn Jackson

**MEMBERS ABSENT**

Joanne G. Perkins, Chairperson  
Susan B. McMahon, Secretary  
Senator Todd Sieben, Treasurer  
Susan Alvarez  
Betty A. Bollmeier  
Representative Mary Flowers  
Saul J. Morse  
Susan B. Tatnall

**STAFF PRESENT**

Nancy DeMarco, Director  
John H. Wank, General Counsel and Deputy Director for Programs  
Teresa Parks, Director of the Human Rights Authority  
Jeff Plesko, Director of the Legal Advocacy Service  
Helen Godlewski, Director of the Office of State Guardian  
Pat Long, Director of Human Resources  
Kate Steigerwald, Director of Legislative Affairs and Public Information  
Carol R. Tipsord, Director of Fiscal Operations  
Jerry R. Turnbull, Director of Financial Operations  
Kara Helton, Administrative Assistant to the Director  
Jan Pinkerton, Office Administrator

## MINUTES

The September 23, 2002 meeting of the Illinois Guardianship and Advocacy Commission (IGAC) convened at 11:00 a.m. at the Springfield General Office, 421 East Capitol Avenue, Suite 205, Conference Room, Springfield. **Commissioner Kenley R. Wade**, Vice Chairperson, presided. The Vice Chairperson was holding the proxies of **Commissioners Joanne G. Perkins, Susan B. McMahon** and **Saul J. Morse**.

### OPENING REMARKS

**Commissioner Wade** welcomed the Commissioners and staff present to the Commission Meeting.

### DIRECTOR'S COMMENTS

Director DeMarco also welcomed those in attendance and explained the status of the agency since the last commission meeting due to the budget situation facing the state. There are no funds to issue contracts or non-essential expenditures. The Early Retirement Incentive (ERI) results in about 10 staff leaving IGAC. Some staff have elected to retire after gathering necessary information from the State Retirement System (SRS).

Director DeMarco has met with key staff to cover the loss of personnel by shifting boundaries and caseloads in order to ensure adequate coverage for overall Commission needs. Human Rights Authority (HRA) staff is assisting with ward visits and Legal Advocacy Service (LAS) is helping to complete legal work around the state. The Director feels strongly that the Commission will meet its mandates in FY 03 – that it will be a year of survival and challenge.

The IGAC video entitled “Adult Guardianship In Illinois” has been completed. The video was made possible through a grant funded by the Illinois Department of Human Services (DHS), Office of Developmental Disabilities. The presentation focuses on the different types of guardianship and alternatives to guardianship in Illinois. It will be used as an educational tool and will be distributed to various outlets throughout the state. The Commissioners will have an opportunity to view the video at the December 12, 2002 Commission Meeting.

The Director thanked **Commissioner Saul Morse** for opening remarks he offered at the training for Southern Regional HRA volunteer members in Springfield on September 19, 2002. His comments expressed appreciation to the volunteer members for their valuable contribution to the lives of persons with disabilities, to the work of the Commission and to the goals of this State. Training for the Northern Regional Authorities is set for October 3, 2002, at the Elgin Mental Health Center.

The Lincoln Developmental Center (LDC) closed effective August 31, 2002. The George A. Zeller Mental Health Center has also been closed, but the Peoria Regional Office remains there. Plans for use of the facility are unknown at this time.

### MINUTES

A motion was made by **Commissioner Seymour Bryson**, seconded and carried, to approve the minutes of the June 27, 2002 Commission Meeting.

### APPOINTMENTS

The following people were presented for appointment to Regional Authorities by Teresa Parks. **Commissioner Glenn Jackson** made a motion in favor of the appointments; the motion was seconded and carried: *Mila Fair*, a Citizen from Skokie (term effective December 2002), *Mary E. Rosen-Swanson*, a Citizen from Park Ridge and *Dr. Bernard V. Wetchler*, a Citizen from Chicago, to the Chicago Regional Authority; *Hattie Adkinson*, a Citizen from Pulaski and *Wilma J. Kraatz*, a Citizen from Olmsted, to the Egyptian Regional Authority; *Jeanette Rossetti*, a Citizen from St. Charles, to the North Suburban Regional Authority; and *Diane Bazan*, a Vocational Rehab Provider from Tinley Park, to the South Suburban Regional Authority.

### REAPPOINTMENTS

A motion was made by **Commissioner Joanne G. Perkins**, seconded and carried, to approve the following reappointments to the Regional Authorities.

The Commissioners reappointed *Dale Richard Dawdy*, a V.R. Provider from Godfrey, to the Metro East Regional Authority; *Joel Cowen*, a Citizen from Rockford, *Erich Hagenlocher*, a Citizen from Rockford and *Candace Long*, a V.R. Provider from Rockford, to the Northwest Regional Authority; *Sharon K. Steil*, a Citizen from Springfield, *David VanGiesen*, a Citizen from Jacksonville, and *Debbie Weiner*, a Citizen from Springfield, to the Springfield Regional Authority.

### END OF TERM

The Commission expressed appreciation to *Thomas B. Cannady* and *Katherine A. Gregus*, from the Metro East Regional Authority; and *John P. Ellis*, from the Northwest Regional Authority, for their years of service.

### RESIGNATIONS

The Commission expressed thanks to *Madeleine Jones* from the South Suburban Regional Authority; and *Charles Pirrera* from the Springfield Regional Authority, who resigned.

### **HRA CASE TRANSFER**

A motion was made by **Commissioner Susan McMahon**, seconded and carried, to approve the transfer of HRA Case #03-090-9010 from the Peoria Regional Human Rights Authority to the Northwest Human Rights Authority, due to a potential conflict of interest.

### **STANDARDS FOR ENFORCEMENT REFERRALS**

Teresa Parks explained the changes made in the draft of Standards for HRA Enforcement Referrals. She clarified the most recent document distributed is only an update on the standards. Ms. Parks will be in contact with **Commissioner Morse** who had expressed concern about the impact of enforcement standards on IGAC.

### **ADMINISTRATIVE REPORT**

John Wank announced that the National Guardianship Association (NGA) annual conference is being held October 6-9, 2002 in St. Louis. IGAC has committed to sending forty-five (45) staff, some are attendees and some are presenters. Those participating are Rhonda Williams, Guardianship Managing Administrator – Southern Regions from the Peoria Regional Office, **Commissioner Susan B. McMahon** (a charter member of NGA), Madeleine Sharko, OSG Staff Attorney from the Chicago General Office, Laura Sakas, OSG Managing Attorney – Northern Regions from the Chicago General Office, and John H. Wank.

### **HUMAN RIGHTS AUTHORITY**

Teresa Parks reported that a written response has been received from the Illinois Department of Public Health (IDPH) and the Health Care Financing Administration (HCFA), providing verification that some corrections have been made regarding a referral sent to them for enforcement action.

HRA continues to pursue training opportunities. A HRA Coordinator's Training was held in the Springfield General Office conference room on August 29, 2002. Sandy Hayes, Guardianship Intake Supervisor, from the West Suburban Regional Office, presented an overview of the Commission's intake function. Topics of discussion included case triage, mandated reporting, statistics, types of intakes and ways in which the intake unit and HRA staff can better work together to provide more effective services to the public. Teresa Parks considered the meeting a good opportunity for staff to be together.

Ms. Parks also acknowledged **Commissioner Morse** for his kind opening remarks at the Southern Regional Authorities HRA member training in Springfield on September 19. The guest speaker for the meeting was Karl Kruckberg, from the IL Department of Human Services. A similar HRA member training will be held for the Northern Regional Authorities on October 3, 2002 at Elgin Mental Health Center. All Commissioners are invited to attend. An updated orientation manual is being distributed at the training sessions. HRA volunteers were also involved in helping with the update. Thanks was expressed to Laura Zorich, Private Secretary to the Director in the Chicago General Office, for compiling the manuals.

Ms. Parks discussed the Fiscal Year 2002 HRA survey results sent to service providers investigated and HRA survey responses from complainants.

Teresa Parks, Director DeMarco and **Commissioner Wade** met and worked to update the Strategic Plan. The revised plan reflects only a few changes from the original plan submitted.

#### **LEGAL ADVOCACY SERVICE**

Jeff Plesko provided an overview of the August 2002 Appellate Update.

Senator Frank Watson's Mental Health Task Force Related to Involuntary Commitment created by SR 373 met on September 11, 2002 in Springfield. The agenda included study of the need for change in the involuntary admission standard, continuing education, preparation timelines in the involuntary admission process and ability to order alternative medications. Approximately ten (10) proposals were submitted on that date and as a result, it was decided to break up into subcommittees.

As members of the Illinois State Bar Association's Mental Health Law committee, LAS Staff Attorneys continue to participate in discussions about proposals to legislate a new "outpatient commitment" system.

Jeff announced that the civil unit at the Alton Mental Health Center remains open.

#### **OFFICE OF STATE GUARDIAN**

Helen Godlewski discussed the effect caseload, clerical and legal coverage will have as a result of anticipated attrition due to retirement of staff throughout the state. OSG will approach this on a day-by-day basis. The caseload range could be anywhere from 102 per staff in the Rockford area to 217 per staff in the Egyptian area. It is possible that some staff leaving will be encouraged to return to help on a temporary basis.

The Office of State Guardian originally had 60 wards receiving residential services at Lincoln Developmental Center. All sixty have been transferred to alternate placements. Six wards were placed in community integrated living arrangements (CILA's); two were placed in 16 bed intermediate care facilities for persons with developmental disabilities; and three were transferred to skilled nursing facilities. The remaining wards were transferred to other state-operated placements. Referrals to community providers continue for this group. OSG plans on placing eight wards in CILA's in the next few weeks. OSG Guardianship Representatives Jim Schmitt and Kathy Kelley worked on these transitions under the supervision of Aletha Turner and Rhonda Williams. The staff was in close communication with the IL Department of Human Services, Office of Developmental Disabilities, throughout the planning process.

Ms. Godlewski offered thanks to Kate Steigerwald and Rhonda Williams for their work on the video "Adult Guardianship in Illinois."

Ms. Godlewski reported on OSG staff presentations throughout the state.

A task force assembled in Northern Illinois is exploring the feasibility of establishing a volunteer guardianship pilot project in Will and Winnebago counties. The task force is comprised of **IGAC Commissioner Susan B. McMahon**, OSG Managing Attorney Laura Sakas, PAS Agency Directors Matt Toohy and Dick Bell, Service Provider Art Dykstra and Carolyn DeJean Christiansen, former Chair of the Consumer and Family Advisory Council on Developmental Disabilities. The project hopes to link OSG wards with volunteer visitors and guardians. The project intends to seek funding through private foundations and grants. The project will be modeled after current programs operating in Texas and Wyoming.

**Commissioner Jackson** asked what was considered a manageable OSG caseload. Director DeMarco responded that she would like to consider 80 cases per worker. **Commissioner Jackson** also asked the Director what might be the risks or benefits with the change in administration. Director DeMarco felt risks to the Commission are nominal. IGAC has a focused mandate, and direct attention will most likely be given to the large agencies.

## **CLOSING**

**Commissioner Wade announced that the next stated Commission Meeting is scheduled for Thursday, December 12, 2002 at the State of Illinois Building, in Chicago.**

A motion was made by **Commissioner Bryson**, seconded and carried, to adjourn the meeting. The meeting adjourned at 12:30 p.m.