

IDCFS CHILD WELFARE EMPLOYEE LICENSURE BOARD
Meeting Minutes
9/9/2024 10:00 a.m.-12:00 p.m.
Open Session

Board Members Present

Shea Kamp
LaTasha Roberson-Guifarro
Anne Elizabeth Glassgow
Mariann Jordan
Carolyn Riddle
Alnita Myles

Board Members Absent

Tina Ruiz

Others Present

Shelia Riley, CWEL Office
Andrea Valentine, CWEL Office
Jennifer Cleveland, IDCFS, OLS

Open Session

Welcome/Introduction

Shea Kamp called the meeting to order at 10:05 a.m. and welcomed everyone to the meeting.

Open Session

Shelia Riley stated that the Minutes from the 7/24/2024 CWEL Board Meeting will be presented at the next Meeting. The Open Meetings Act ("OMA"), 5 ILCS 120/2.06 (a) and (b), require that the Board, a public body, keep and approve minutes of its Open Meetings within 30 days after that meeting or at the public body's second subsequent regular meeting, whichever is later. This is the first meeting after 7/11/2024 so we remain compliant with the OMA requirements.

Carolyn Riddle joined the meeting at 10:07 a.m.

Review of Candidate Interviews for the Public/Private Not For Profit Vacancy Announcement 6/10/2024-7/10/2024

The applications and resumes received in response to the June 10, 2024-July 10, 2024 CWEL Board Public/Private Not For Profit vacancy announcement created by Alicia Bradley Richardson's resignation were provided on 7/19/2024. There were three (3) applicants and all of the applications and resumes received were forwarded to the Board. The Office of Learning and Professional Development ("OLPD") did not make eligibility determinations or otherwise remove any applicant from consideration. All of the applications and resumes received were timely. Copies of the Announcement and a chart reflecting each applicant's area of employment and the date the application materials were received were also provided to the Board on 7/19/2024.

The Board requested on 7/24/2024 that thirty (30) minute interviews be scheduled with two applicants, Tyeast Harris and Jenifer Burgess. The interviews were held on 8/9/2024. The candidate interviews are before the Board today for review and the Board's determination of next steps. The Board has the options of (1) selecting one of the candidates to fill the vacancy or (2) requesting that the vacancy announcement be re-posted.

As a reminder, Shelia Riley stated that the Public/Private Not For Profit representatives must be (1) a licensed professional from the field of human services; (2) with a human services, juris doctor, medical, public administration, or other relevant human services degree; (3) be currently employed in the public or private not for profit sector and (4) be in good standing within their profession pursuant to DCFS Rule 412.30 c) and the Children and Family Services Act, 20 ILCS 505/5d (b).

Shelia Riley reminded Board members that fellow CWEL Board Member Tina Ruiz is unable to attend today. She participated in the applicant interviews and provided her feedback in writing on 8/28/2024, which was included in the Board Meeting packet. Shelia Riley also read Board Member Ruiz's feedback for everyone's convenience.

The Board then reviewed and discussed each applicant interview. After further discussion, the Board requested that the CWEL Office re-post the Public/Private Not For Profit vacancy announcement.

Shea Kamp moved to request that the CWEL Office re-post the Public/Private Not For Profit vacancy announcement. Anne Elizabeth Glassgow seconded the motion. The motion was properly moved and seconded. Vote was taken: Unanimous. Motion carried. The CWEL Office will re-post the Public/Private Not For Profit vacancy announcement.

LaTasha Roberson-Guifarro joined the meeting at 10:24 a.m.

Status of the Accredited University Faculty Vacancy Appointment

The Board voted to approve Giesela Grumbach's selection to fill the accredited university faculty vacancy on 7/24/2024 and requested that the CWEL Office initiate the approval process for her to be appointed by the DCFS Director to fill the Accredited University Faculty vacancy.

The appointment is pending. The CWEL Office has not received the signed appointment documents but does not anticipate an issue with the appointment. Unexpected executive staff travel, vacations, and exigent circumstances have delayed completion of the administrative process. The CWEL Office has sent several reminder notices to signatories and the appointment is expected to be completed shortly. The candidate contacted the CWEL Office several weeks ago and was informed of her selection and imminent appointment.

2025 CWEL Quarterly Meeting Schedule

A proposed 2025 CWEL Board Quarterly Meeting Schedule is before the Board for consideration. The proposed schedule follows the same approach as prior schedules of holding meetings the second Monday of each Quarter: March 10, 2025; June 9, 2025; Sept. 8, 2025; and, Dec. 8, 2025. The time of each meeting is 10:00 a.m.-12:00 p.m. and meetings will continue to be held virtually via WebEx.

The Board then reviewed and discussed the proposed 2025 CWEL Board Quarterly Meeting Schedule. Shea Kamp moved to approve the proposed 2025 CWEL Board Quarterly Meeting Schedule. LaTasha Roberson-Guifarro seconded the motion. The motion was properly moved and seconded. Vote was taken: Unanimous. Motion carried. The proposed 2025 CWEL Board Quarterly Meeting Schedule is approved and will be published as such.

Shea Kamp moved for the meeting to go into Closed Session. Motion seconded by Mariann Jordan. The motion was properly moved and seconded. Vote: Unanimous. Motion carried. Meeting went into Closed Session at 10:30 a.m.

Meeting is Closed. The Closed Session is being recorded pursuant to the Open Meetings Act, 5 ILCS 120/2.06 (a) and (c).

Shea Kamp moved for the meeting to return to Open Session. Mariann Jordan seconded the motion. The motion was properly moved and seconded. Vote was taken: Unanimous. Motion carried. The meeting returned to Open Session at 12:06 p.m.

Shea Kamp moved for the meeting to adjourn. Mariann Jordan seconded the motion. The motion was properly moved and seconded. Vote was taken: Unanimous. Motion carried. The meeting adjourned at 12:07 p.m.