



Access and Functional Need Advisory Committee Meeting Minutes Tuesday, January 23, 2024 2-3:30 pm

Call to Order

- The meeting was called to order at 2:15pm.

Roll Call

- AFN Voting Members:
 - Present: Allison Anderson, Angela Botz, Anu Meka, Dale Tieman, Daniel Kuriniec, Dorothy Cox-Stowe, Jae Jin Pak, John Eckert, Judith Levitan, Kira Meskin Schiff, Randy Colon, Robin Jones, Scott Gauvin, Todd Roach
 - Absent: Keneth Jennings, Sam Knight
- Advisory Members:
 - Present: Barb Pritchard, Kristin Busch, Laura VanPuymbrouck, Megan, Pam, Scott C. Shelly Richardson, Pam Heavens, Scott Clarke, Megan Norlin
 - Absent: Karen Tamley, Thane Hunt, Tom Wilson, Joshua Hughes

Approval of Minutes

Please read the minutes ahead of the meeting and, if necessary, provide any corrections needed.

- October 26, 2023, meeting minutes
 - Name spelling errors and grammar errors were shared with the Secretary
 - Motion to approve minutes noting spelling and grammar errors made by S. Gauvin and seconded by J. Eckert.
 - Minutes approved with comments unanimously.

Unfinished Business

Unfinished business is business from a past meeting that was tabled, and a member wants to return it to the floor to be debated and potentially voted on.

- Elections: Chair Runoff Election
 - Run off election for office of Chair was conducted. Facilitated by Vice Chair A. Anderson.
 - Results: Kira Meskin Schiff elected as Chair by majority vote.
 - Current slate of officers:
 - Chair: Kira Meskin Schiff
 - Vice Chair: Allison Anderson



Access and Functional Needs Advisory Committee

- Secretary: Jae Jin Pak

Reports of Officers

- Chair: (Acting) Todd Roach
- Vice Chair: Allison Anderson
- Secretary: Jae jin Pak

Sub-Committee Reports

- No updates

Scheduled Presentations

Formal presentations from committee members or guests that have been added to the agenda by the chair and do not involve debate or a vote.

- N/A

New Business

New business is reserved for formal proposals from the floor that are brought forth as a motion that needs to be debated and potentially voted on.

- Discussion regarding new organizational framework changes:
 - Scott Gauvin shared updates and suggestions discussed with Executive Committee on proposed structure and legislation changes to SB 921 for the AFN committee to consider.
 - Committee members discussed and consensus reached to discuss further at an emergency committee meeting.
 - Kira Meskin Schiff requested that Scott Gauvin provide the whole committee with a written explanation of IEMA's proposed committee structure changes in order to proceed with scheduling an emergency committee meeting. Scott agreed.
- 2024 AFN committee meeting schedule discussion:
 - Agreed to meet in February for an emergency meeting and that IEMA will send out a poll to select meeting time. Committee members were asking to complete the poll by Fri. 2/2/2024.
- Administrative Updates: (Melissa Turley)
 - Discuss required Open Meetings Act Training through the Office of the Illinois Attorney General (OIAG)
 - Committee members informed of requirements to complete these trainings to maintain good standing on the committee.

Announcements and Good of the Order



Access and Functional Needs Advisory Committee

Announcements are for the good of the order, such as available webinars, training opportunities, and any other issues individuals want to discuss that do not require a vote.

- None submitted

Adjournment

- Motion made by R. Jones and seconded by R. Colon and passed unanimously
- Adjourned at 3:54pm.

Next Regularly Scheduled Meeting: **[TBD]**