



**CHAMPAIGN COUNTY, ILLINOIS
COMMITTEE AGENDA**

PUBLIC AID APPEALS COMMITTEE

Brookens Administrative Center, Meeting Room Three

1776 E. Washington St., Urbana

Tuesday, December 12, 2006 – 4:00 p.m.

CHAIR: C. Pius Weibel

MEMBERS: Michael Babb, George Burnison, John Schmidt, Ronald Starwalt

<u>ITEM</u>	<u>PAGE NO.</u>
I. <u>CALL TO ORDER</u>	
II. <u>ROLL CALL</u>	
III. <u>APPROVAL OF AGENDA/ADDENDUM</u>	
IV. <u>APPROVAL OF MINUTES</u> a. September 12, 2006	1-3
V. <u>DATE/TIME OF NEXT REGULAR MEETING</u> – January 9, 2007, 4:00 p.m.	
VI. <u>PUBLIC PARTICIPATION</u>	
VII. <u>COMMUNICATIONS</u>	
VIII. <u>NEW COMMITTEE MEMBER ORIENTATION</u>	
IX. <u>APPROVAL OF FINAL DECISIONS REGARDING APPEALS</u> a. Approval of Final Decision Made at the August 8, 2006 Meeting Regarding Appellant #01.3 from the City of Champaign Township b. Approval of Final Decision Made at the August 8, 2006 Meeting Regarding Appellant #01.6 from the City of Champaign Township c. Approval of Final Decision Made at the August 8, 2006 Meeting Regarding Appellant #01.7 from the City of Champaign Township d. Approval of Final Decision Made at the September 12, 2006 Meeting Regarding Appellant #01.9 from the City of Champaign Township	
X. <u>OTHER BUSINESS</u> a. Semi-Annual Review of Closed Session Minutes	4
XI. <u>ADJOURNMENT</u>	

Please note that parties to a case being heard by the Public Aid Appeals Committee receive only the agenda attachments relevant to their case, in order to protect the privacy rights of any other parties who may have their case heard before the committee.

CHAMPAIGN COUNTY, ILLINOIS
COMMITTEE MINUTES

PUBLIC AID APPEALS COMMITTEE

Tuesday, September 12, 2006

Brookens Administrative Center, Meeting Room 3

1776 E. Washington St., Urbana

9:00 a.m.

MEMBERS PRESENT: Burnison, Schmidt, Starwalt, Stierwalt, Wysocki

MEMBERS ABSENT: None

OTHERS PRESENT: Kat Bork (Recording Secretary), Susan McGrath (Senior Assistant State's Attorney), Kimberly Muhammad (City of Champaign Township Case Worker and Representative for the City of Champaign Township Supervisor)

CALL TO ORDER

Chair Wysocki called the meeting to order at 9:11 a.m.

ROLL CALL

The Recording Secretary called the roll. Burnison, Schmidt, Stierwalt, Starwalt, and Wysocki were present at the time of the roll call. Wysocki declared a quorum and proceeded with the meeting.

APPROVAL OF AGENDA/ADDENDUM

MOTION by Burnison to approve the agenda for the meeting; seconded by Starwalt. **Motion carried.**

APPROVAL OF MINUTES

MOTION by Schmidt to approve the Public Aid Appeals Committee regular session minutes of August 8, 2006; seconded by Stierwalt. **Motion carried.**

MOTION by Stierwalt to approve the Public Aid Appeals Committee closed session minutes of August 8, 2006; seconded by Schmidt. **Motion carried.**

DATE/TIME OF NEXT REGULAR MEETING

Wysocki stated the next regular Public Aid Appeals Committee meeting was scheduled for October 10, 2006 at 9:00 a.m.

PUBLIC PARTICIPATION

There was no public participation.

COMMUNICATIONS

There were no communications for the committee.

PUBLIC AID APPEAL FROM THE CITY OF CHAMPAIGN TOWNSHIP REGARDING APPELLANT #01.9

Receipt of Evidence from Appellant and Township

Muhammad provided a statement of facts dated September 7, 2006 from the City of Champaign Township Supervisor regarding Appellant #01.9, a letter from Linda Abernathy to Appellant #01.9 dated September 7, 2006 regarding the appellant's failure to appear at the scheduled pre-hearing conference, and a Notice of Change in General Assistance dated August 17, 2006.

MOTION by Burnison to receive and place on file the evidence presented by the township; seconded by Starwalt. **Motion carried.**

Appellant #01.9 did not appear at the hearing. The Recording Secretary stated a Notice of Appeal Hearing including the date, time, and location of the hearing was sent to the appellant via certified mail. Appellant #01.9 changed residences without notifying the City of Champaign Township or the County Board Office. This change of address was discovered when the certified letter was forwarded to Appellant #01.9's new address. Bork had a signed receipt verifying the notice was delivered. Bork attempted to find a phone number for the appellant to make certain the appellant was aware of the hearing because the person who signed the certified receipt was someone other than Appellant #01.9. No working phone number could be found. Appellant #01.9 left a message on Bork's office voicemail this morning stating Appellant #01.9 was not going to attend the hearing because Appellant #01.9's mother was sick and that was more important than attending the appeal hearing. Clearly, Appellant #01.9 received the Notice of Appeal Hearing, which stated any request to reschedule the hearing must be submitted in writing to the committee no later than seventy-two hours prior to the appeal hearing with supporting documentation. McGrath noted for the record that the committee does not require restricted mail on certified mailings, so it is appropriate for someone other than appellant to sign for the mail. It is the burden of the appellant to notify the township and the County of any change of address. It is not the burden of the County or township to track down the appellant.

Burnison asked if Appellant #01.9 had a legitimate reason to appeal because the evidence stated Appellant #01.9 chose not to attend the assigned workfare. Appellant #01.9's appeal form claimed the appellant did not receive a weekly schedule from the workfare site. Schmidt asked Muhammad if that happened. Muhammad explained Appellant #01.9 is in the process of moving and uses a brother's address for mail. The brother was likely the person who signed the receipt for the Notice of Appeal Hearing. Muhammad stated Appellant #01.9 was assigned to the Metanoia Center as a workfare site. Metanoia Center was founded by Reverend Barnes. Appellant #01.9 attended workfare at the Metanoia Center for a couple of months and was doing fairly well. Then Reverend Barnes sent Appellant #01.9 on an assignment to distribute flyers in the neighborhood about an upcoming event. Appellant #01.9 returned a couple of hours later, but no one in the neighborhood saw any of the flyers when Reverend Barnes asked about them. Reverend Barnes was disappointed, but gave Appellant #01.9 another chance. Appellant #01.9 informed the township about moving residences in August. Muhammad told Appellant #01.9 that the appellant could take a Monday off of workfare in order to move and requested the appellant call her if this was necessary. Appellant #01.9 called Muhammad on Monday and requested the day off to move, which Muhammad granted. Appellant #01.9 then called on Tuesday and requested to take the entire week off to move. Muhammad told the appellant it was not acceptable to take the entire week off in order to move. Reverend Barnes called Muhammad when Appellant #01.9 did not show up and said the appellant was difficult to work with at this time. Reverend Barnes requested Muhammad assign Appellant #01.9 to a different workfare site. The Metanoia Center site is small and it is difficult for Reverend Barnes to manage if someone's behavior is inconsistent. Therefore, Muhammad reassigned Appellant #01.9 to the Eastern Illinois Food Bank. Muhammad stated Appellant #01.9 was unwilling to get up and go to the Eastern Illinois Food Bank from 7:00 a.m. to 3:30 p.m. Appellant #01.9 called Muhammad to inform the township that Appellant #01.9 got a job babysitting all day that paid \$50/week. Muhammad said the township could not allow the appellant to work a supposed forty hour a week job making only \$50/week and consider this

as a substitute for doing workfare. Appellant #01.9 could not provide any written confirmation about the babysitting job. After many discussions with the appellant, the township had to terminate the general assistance because Appellant #01.9 refused to go to the Eastern Illinois Food Bank. The township was unable to place Appellant #01.9 at any other workfare sites because the appellant caused previous problems at the other sites. The Eastern Illinois Food Bank was the last option. Muhammad stated Appellant #01.9's stated reason for appeal was inconsistent with the facts.

Schmidt asked if Appellant #01.9 returned to work at the Metanoia Center the week following the move. Muhammad said the appellant never returned to the Metanoia Center and Reverend Barnes requested she be reassigned.

Closed Session Pursuant to 5 ILCS 120/2(c) (4) to Consider Evidence or Testimony Presented in Open Hearing to This Quasi – Adjudicative Body

There was no closed session.

Announcement of Decision

MOTION by Schmidt to uphold the City of Champaign Township's decision to terminate Appellant #01.9's general assistance benefits based on the appellant's failure to appear; seconded by Starwalt. **Motion carried.**

APPROVAL OF FINAL DECISIONS REGARDING APPEALS FROM THE AUGUST 8, 2006 MEETING

McGrath announced the final decisions for the appeal cases from the August 8, 2006 meeting were not ready and asked those decisions be deferred to the next meeting. The committee concurred.

OLD BUSINESS

McGrath informed the committee the County Board approved the changes to the Public Aid Appeals Committee Rules and Procedures that were submitted for approval. The final version of the rules will be mailed to the township supervisors.

NEW BUSINESS

There was no new business.

ADJOURNMENT

The meeting was adjourned at 9:31 a.m.

Respectfully submitted,

Kat Bork
Recording Secretary

Secy's note: The minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the meeting.

Closed Meeting Minutes Review – Public Aid Appeals Committee – December 12, 2006

Is it necessary to protect the public interest or privacy of an individual?

Date of Minutes	Yes, Keep Confidential	No, Place in Open Files
February 17, 2006		
March 23, 2006		
* August 8, 2006		

***Minutes not previously approved in semi-annual review.**