



**CHAMPAIGN COUNTY, ILLINOIS
COMMITTEE AGENDA**

PUBLIC AID APPEALS COMMITTEE

**Brookens Administrative Center, Jennifer K. Putman Meeting Room
1776 E. Washington St., Urbana
Wednesday, October 29, 2014 – 10:00 a.m.**

CHAIR: Al Kurtz

MEMBERS: Bernard Magsamen, James Rusk, Andrew Quarnstrom, Bryan Wrona

ITEM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- a. May 21, 2014 Open Session Minutes

IV. APPROVAL OF AGENDA/ADDENDUM

V. PUBLIC PARTICIPATION

**VI. PUBLIC AID APPEAL FROM CUNNINGHAM TOWNSHIP REGARDING
APPELLANT #02.82**

- a. Oath, Testimony, & Receipt of Evidence from Appellant
- b. Oath, Testimony, & Receipt of Evidence from Township
- c. Closed Session Pursuant to 5 ILCS 120/2(c)(4) to Consider Evidence or Testimony Presented in Open Hearing to This Quasi – Adjudicative Body
- d. Announcement of Decision

VII. OTHER BUSINESS

- a. Approval of Closed Session Minutes – May 21, 2014

VIII. ADJOURNMENT

(Oath Script: Please raise your right hand. Do you solemnly swear and affirm to tell the truth, the whole truth and nothing but the truth to the best of your ability?)

Please note that parties to a case 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.

1 CHAMPAIGN COUNTY, ILLINOIS
2 COMMITTEE MINUTES
3

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5 **PUBLIC AID APPEALS COMMITTEE**

6 **Wednesday, May 21, 2014**

7 **Brookens Administrative Center, Jennifer K. Putman Meeting Room**
8 **1776 E. Washington St., Urbana**
9

10
11 **MEMBERS PRESENT:** Alan Kurtz (Chair), Andy Quarnstrom, James Rusk,

12
13 **MEMBERS ABSENT:** Bernard Magsamen, Bryan Wrona

14
15 **OTHERS PRESENT:** Fred Grosser (Cunningham Township Attorney), Deana Landess
16 (Cunningham Township Caseworker), Michelle Mayol (Cunningham
17 Township Supervisor), Kay Rhodes (Administrative Assistant)
18

19 **CALL TO ORDER**

20
21 Kurtz called the meeting to order at 9:03 a.m.
22

23 **ROLL CALL**

24
25 Rhodes called the roll. Quarnstrom, Rusk, and Kurtz were present at the time of the roll call,
26 establishing the presence of a quorum.
27

28 **APPROVAL OF MINUTES**

29
30 **MOTION** by Rusk to approve the open session minutes of January 30, 2014; seconded by
31 Quarnstrom. **Motion carried with unanimous support.**
32

33 **AGENDA/ADDENDUM**

34
35 **MOTION** by Quarnstrom to approve the agenda for the meeting; seconded by Rusk. **Motion**
36 **carried with unanimous support.**
37

38 **PUBLIC PARTICIPATION**

39
40 There was no public participation.
41

42 **PUBLIC AID APPEAL FOR CUNNINGHAM TOWNSHIP**
43 **REGARDING APPELLANT #02.78**
44

45 **Oath, Testimony, & Receipt of Evidence from Appellant 2.78**

46
47 Appellant testified that she was unable to complete the required hours at the assigned work
48 place due to some medical issues. Appellant contacted the work site and was advised to contact

49 Cunningham Township. Appellant contacted the township and faxed over the documentation
50 regarding the sprained knee. Appellant stated that the documentation regarding bronchitis on April 3,
51 2014 was not faxed over. These medical issues resulted in an inability to complete the required hours
52 before the 15th of the month. Appellant received notification from Cunningham Township that the
53 General Assistance would be terminated.

54
55 Kurtz asked for documentation showing that medical attention was sought. Appellant
56 presented discharge papers from Carle Clinic Emergency Room dated April 14, 2014 for a knee
57 sprain and on April 3, 2014 for bronchitis. Rhodes made copies for the Public Aid Appeals
58 Committee file and for the township. The originals were returned to the appellant.

59
60 Oath, Testimony, & Receipt of Evidence from Township

61
62 Grosser, the Attorney for Cunningham Township, first questioned Landess, the caseworker
63 for the township. Landess testified that she was the Appellant's caseworker. Landess identified
64 **Exhibit 1**-the Appellant's General Assistance Application, received by the township on March 4,
65 2014, **Exhibit 2**-the General Assistance scheduled appointment notification dated March 4, 2014.
66 The appointment was for March 13, 2014. Landess identified **Exhibit 3**-the Notice of Rights and
67 Responsibilities of General Assistance Applicants and Recipients signed by the appellant on March
68 13, 2014; **Exhibit 4**-the Notice of Rights and Responsibilities of Community Work Program
69 Participants, signed by appellant on March 13, 2014; **Exhibit 5**-the Agreement to Participate in the
70 Community Work Program, signed by the appellant; **Exhibit 6**-Notice of Determination of
71 Obligation to Participate in Community Work Program dated April 1, 2014, which listed the doctor's
72 work restrictions: no lifting over 20 lbs., no bending over at the waist, and no prolonged standing.
73 The restrictions were based on a doctor's slip which the appellant had brought to the township.

74
75 Landess testified that the appellant was assigned to the TIMES Center for the work program.
76 The appellant was sent a notice dated April 1, 2014 stating that

77
78 Grosser asked **Exhibit 7**-Notice for Decision on Application for General Assistance;
79 Community Work Program Assignment – Notice to Report, dated April 1, 2014; **Exhibit 8**-Notice of
80 Change in General Assistance (termination), dated April 17, 2014. The reasons noted on the
81 termination notice were 1) failure to cooperate in verifying and investigating eligibility by not
82 attending the update appointment on April 16, 2014. The appellant left a message, but did not leave a
83 contact number for follow-up and did not call back 2) failure to cooperate with the Community Work
84 Program by not completing the hours.

85
86 Quarnstrom restated for clarification that the reason for termination was due to failure of the
87 appellant to participate in the investigation. Landess affirmed this and added that it was also due to
88 failure to comply with the workfare program.

89
90 Rusk asked if the appellant initially brought in the doctor's statement. Landess testified that
91 the township only received the documentation dated April 14, 2014, regarding the knee sprain and
92 they did not receive the statement dated April 3, 2014 for bronchitis.

93

94 Rusk asked the appellant why did not attend the update appointment on April 16, 2014 or the
95 rescheduled appointment on the 17th. The appellant was still in pain and on crutches. Appellant called
96 and left a message, appellant assumed that another appointment would be scheduled and notification
97 would take place.

98
99 Rusk asked Landess if the township sent the appellant another appointment notice. Landess
100 testified that they did not because there was not enough time before the end of the month. Rusk asked
101 the appellant if she received the medical form for her doctor to fill out. Appellant testified that she
102 thought it was in the packet. Landess volunteered that the form came with the termination notice and
103 it was never returned to the township. Landess said that they needed this form because it would
104 document her ability to work. Mayol stated that the township also never received the doctor's
105 statement dated April 3, 2014 regarding the bronchitis.

106
107 Grosser asked Mayol to identify the following documents from the State of Illinois General
108 Assistance Handbook: **Exhibit 11-** New- Gazette Publication Notice for General Assistance
109 Standards; and excerpts from the General Assistance Standards Handbook: **Exhibit 12-18.05:**
110 Participation Requirements, **Exhibit 13-18.14b, 18.14d:** Responsibilities of Participants, **Exhibit 14-**
111 **18.21b, 18.21d, 18.21h:** Grounds for Denial of General Assistance for Failure to Comply, and
112 **Exhibit 15-18.22:** Sanction Period.

113
114 The Public Aid Appeals Committee accepted into evidence Exhibits 1-15, presented by
115 Cunningham Township.

116
117 Quarnstrom asked if the requirement for completion of 15 hours were documented anywhere.
118 Landess affirmed that it was documented in the Workfare Statement.

119
120 **MOTION** by Kurtz to enter into closed session pursuant to 5 ILCS 120/2(c)(4) to consider
121 evidence or testimony presented in open hearing to the Quasi-Adjudicative Body; seconded by He
122 further moved the following individual remain present: the Recording Secretary; seconded by
123 Quarnstrom. **Motion carried with a vote of 3-0.** Kurtz, Rusk and Quarnstrom voted in favor of the
124 motion. The committee entered into closed session at 9:31 a.m.

125
126 The committee resumed open session at 9:37 a.m. After consideration of the testimony and
127 evidence presented by the township and the appellant, the committee ruled in favor of the appellant.

128
129 **OTHER BUSINESS**

130
131 There was no other business.

132
133 **ADJOURNMENT**

134
135 The meeting adjourned at 9:38 a.m.

136
137 Respectfully submitted,
138 Kay Rhodes
139 Administrative Assistant