

Approved 10/29/2014

CHAMPAIGN COUNTY, ILLINOIS  
**COMMITTEE MINUTES**

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**PUBLIC AID APPEALS COMMITTEE**

**Wednesday, May 21, 2014**

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

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

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

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

**CALL TO ORDER**

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

**ROLL CALL**

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

**APPROVAL OF MINUTES**

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

**AGENDA/ADDENDUM**

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

**PUBLIC PARTICIPATION**

There was no public participation.

**PUBLIC AID APPEAL FOR CUNNINGHAM TOWNSHIP  
REGARDING APPELLANT #02.78**

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

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

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

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

#### Oath, Testimony, & Receipt of Evidence from Township

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

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

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

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

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

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

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

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

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

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

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

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

### **OTHER BUSINESS**

There was no other business.

### **ADJOURNMENT**

The meeting adjourned at 9:38 a.m.

Respectfully submitted,  
Kay Rhodes  
Administrative Assistant