

ILLINOIS GUARDIANSHIP AND ADVOCACY COMMISSION
James R. Thompson Center
100 West Randolph Street Suite 9-035 Chicago Illinois
and
The Governor's Office at the Capitol Building Room 205 Springfield, Illinois
Video Conference
COMMISSION MINUTES
February 22, 2006

MEMBERS PRESENT

Jeanne Dolphus Cotton (via telephone)
Saul Morse
Seymour Bryson
Senator Todd Seiben
Kenley Wade
Glenn Jackson

MEMBERS ABSENT

Senator Ira Silverstein
Don Harmon

POSITIONS VACANT

Joann Perkins
Betty Bollmeir
Susan McMahan

EXECUTIVE STAFF PRESENT

Chicago

Helen Godlewski Brownfield, Director of the Office of State Guardian
Laura Zorich, Private Secretary to the Director
Gina Rossi, Confidential Assistant to the Director

Springfield

Carol R. Tipsord, Director of Fiscal Operations
Teresa Parks, Director Human Rights Authority
Dr. Mary Milano, Executive Director
John H. Wank, General Counsel, Deputy Director for Programs
Diane Devereux, Director Human Resources

Carbondale

Jeff Plesko, Director of the Legal Advocacy Service

MINUTES

The February 22nd meeting of the Illinois Guardianship and Advocacy Commission (IGAC) convened at 10:00 am at the James R. Thompson Center Commissioners and Executive staff from Springfield were joined via video conferencing from the Capitol Building Springfield, Illinois and Southern Illinois University, Carbondale, Illinois **Chairman, Saul Morse** presided.

OPENING REMARKS AND DIRECTORS REPORT

Director Milano greeted everyone and stated she is happy to be here. She can't believe it has been four months already and she has learned a lot about the commission and the staff, which, she would say has an amount of expertise that is probably unmatched in state government. The support that staff has given her in the transition and in other areas has been quite remarkable and she would like to thank every executive staff in this regard. She would like to report to the commissioners in a few areas. **Director Milano** has met the Springfield's staff the HRA the Chicago staff and many of the guardianship staff. **Director Milano** will continue to visit some, if not all of the regional offices by the time we next meet depending on how slow or fast her rehabilitation goes after her shoulder surgery. The second area that **Director Milano** has been focusing on is directly tied to the Governor's Office and legislators. **Director Milano** makes regular trips to Springfield to meet with OMB staff, and other staff of the Governor as well as having regularly scheduled meetings with Louanner Peters. **Director Milano** believes that this outreach has helped move the other two areas that have taken up her time, the first being hiring.

Director Milano thinks GAC has breeched the log jam that we were feeling in regard to hiring. To GAC's collective effort we have starting making some real progress forward and have succeeded in adding staff to our ranks at all levels, although numbers of actual headcount have not really changed due to staff attrition. However, the backward flow seems to have been reversed. GAC is trying to push the approval process as much as possible however, currently, progress is slow across the state as it is expected that OMB has their mind on the budget. Some new employees have joined GAC, some frontlines and clerical staff. We have added an executive staff member as Human Resource Director, **Diane Devereux**. Diane will enable is to effectively deal with personnel issues, policy, and labor relations. **Director Milano** wanted to introduce her and said she joined GAC February 1st. Diane has a Masters of Human Resources and thirty years of experience in the area. GAC is actively interviewing candidates for the LAS Directors' position, to relieve us of what may have been the longest set of 75-day ERI contracts for **Jeff Plesko**, who continues to assist the commission so that the critical work of LAS may continue. Thus far, three exceptional candidates have been interviewed for the LAS Director; we are perfectly comfortable with choosing a candidate right now with respect to those three. All have extraordinary backgrounds suited to the commission and while all are very different people they would all be a very good fit in terms of personal styles, mission, commitment and professionalism.

Also related to the hiring process is our current headcount, GAC will continue to advocate for the current headcount of 118. There have been varying opinions on what GAC's head count is. Considering out FY07 budget, all 118 slots have the potential to be filled, and funded. Our FY07 proposed budget has a small increase, our total budget comes to approximately: 9 million 72 thousand and some change. Work on the budget was a collaborative process but much of the laboring as well as many of the other positions were performed by **Director Tipsord** whose diligence, persistence, and competence has really been amazing to watch. Again, **Director Milano** thinks GAC can be justifiably proud to have a Chief Fiscal

Officer of this caliber on board. No issue has proven too unmanageable and no question too small for her to handle with poise, imagination and good humor, which for the rest of us runs out pretty quickly when dealing with budgetary matters. **Director Milano** mentioned that GAC has a Senate Appropriation Hearing Today, and then tomorrow, Appropriations with the House. Some open issues still remain; they relate primarily to whether there will be a so-called 'sweep' of GAC's Guardianship Fund, which was proposed at one point by OMB. GAC is suggesting that in light of our circumstances that we be removed from the list of agencies that will suffer the sweep. **Director Milano** has contacted Louanner Peters in this matter, and GAC may need to look to Commissioners for some additional help. GAC reasons, given our overall situation, that elimination of any monies from the guardianship side would definitely be less than helpful, if not counter productive.

Director Milano continued, that GAC received a basically clean bill from our auditors, with only one material finding and that was common across state agencies relating to lines which project cost savings to CMS services and the way service charges were taken. Again **Director Milano** thinks that commendation is deserved on the part of staff, as this clean slate really represents the underlying care with which operations are undertaken and conducted. Carol, John and the Executive Staff all worked exceedingly hard on providing responses to the auditors in various drafts, which took a considerable amount of time and effort. **Director Milano** said that there are also a couple of open items from the last meeting. Continuing Education Units for attorneys have been talked about and GAC is actively discussing potential approval for the agency to grant CEU's based on the Supreme Court continuing education rule so that we can provide the benefit of our agency's professional knowledge, while also providing CLE's to our staff attorneys, this makes good sense in terms of expense and efficiency. On another note, **Director Milano** said that on a weekly basis she has contact with Boards and Commissions in regard to the appointments of Public Guardians as well as the reappointment of our own commissioners who are eligible for reappointment. In addition, she has proposed two new commission members to the Governor's Office to fill vacancies, both of whom she believes can bring considerable expertise to the commission, one of those would become the only Latino/Hispanic commissioner if appointed. **Director Milano** hoped that the reappointments and appointments would be complete before this meeting; she will continue to pursue Boards and Commissions on that issue. If any commissioner would like copies of the materials regarding either of the two proposed candidates, please ask **Director Milano** and she will be happy to share the information. **General Counsel Wank** will be on his way to Texas to speak to Guardianship Associations there, he continues to be recognized as an expert in the field. He is the point person of the legal and professional staff despite it's case and administrative load he continues to find time to service fellow professionals and make additional advice available. **Director Milano** continued that GAC continues to face many challenges in the upcoming year; many of those are resource related. GAC is working on some policy issues; these may come up in the programs reports. GAC has had discussions with Supportive Housing Providers to try and address housing/placement issues particularly in regard to our clients with Mental Illness. GAC has made other contacts with the Counsel on Developmental Disabilities, and through the Deputy Governors Office. **Director Milano** is trying to strengthen a coalition of agencies in the social service areas. Despite challenges in resources we hope to continue to make forward progress in obtaining financial and administrative resources to assist our staff with this commissions critical mission. Generally speaking, **Director Milano** thinks the staff attitude seems to be extraordinarily positive, this was assisted at the Merit Comp level by the recent 4% increase, of

course, staff hope there will be continued movement in the salary area in the coming twelve months. It is something that is out of the commissions control but it certainly helped staff that have been frozen in salary for some time. **Director Milano** then said she wanted to move to fiscal and program reports.

DEPUTY DIRECTOR REPORT

Director Wank mentioned the email, which was sent out to the commissioners and designed to keep them updated on commission business in between meetings. **Director Wank** told **Commissioner Morse** that if he or any other commissioner had additional questions to please ask. **Director Wank** said they plan to keep this as a regular feature and it's GAC's aim to have at least one of these emails between regularly scheduled meetings. He also has been cautioned by the Attorney General to avoid anything that approaches actionable business in these emails so if commissioners are wondering why things are written a certain way or why some things are mentioned and others are not; this is one things we are trying to be cautious of.

As another housekeeping matter, there were recent changes to the Open Meetings Act that effected both the commission and our Human Rights Authority. We are in compliance with those changes, which took effect January 1st of this calendar year. The main changes that are just little tweaks, deal with agencies like ours who post notices on the web. Basically the change provides that if you do put up notices you need to include the meeting agenda along with the notices. So as of this commission meeting we are in full compliance and will maintain that compliance in the future. **Director Wank** wanted to mention a couple quick things about the National Guardianship Association. This is a seasonal report, every year around this time we report on the yearly conference and **Director Godlewski** has those items on her agenda, so **Director Wank** wont talk about them but he did want to mention he is no longer a member of the board for the NGA. He ended his ten- year term with NGA December 31st. He continues to be involved a little bit with NGA, he is still on their nominations committee, **Director Wank** plans to sit out for about a year or two and see how things go. GAC does have one person with the commission who continues to be a board member, Kathy Eddy, our Regional Administrator from Alton. She will serve for the rest of this calendar year as an NGA board member. GAC is aiming to get NGA to look our way a bit more than they have in past years, such as suggesting the possibility of an Illinois site for their annual conference, we expect they'd go somewhere in the Chicago area and we are hoping to catch their eye for 2007 or 2008. This would be a really good training opportunity for all OSG staff as well as HRA and LAS staff. Every year at this time, many of us including most of us at this table, are required to file ethics reports with the secretary of state. Commissioners will receive something in the mail from the Secretary. All of us should be familiar with the drill. If you have any questions of concerns with the filing process, **Director Wank** is the Ethics Officer so please feel free to contact him. If you have any issues about what should go on the form, **Director Wank's** advice is to err on the side of caution, disclosure is recommended, and if you have any questions about confidentiality you should know that **Director Wank** is required to keep any material given to him confidential. **Laura Zorich** will make sure that any filings given to us will get filed on time as per the Secretary of State requirements. So please, spend some time with this. Fill out the forms completely and thoroughly and feel free to submit it to GAC, we will make sure that it gets filed on your behalf. GAC will also send reminders. The second ethics issue pertains to training, all GAC staff are required to undergo electronic ethics training. GAC is scheduled to do that in the spring of this year, **Diane Devereux** will be involved with ensuring agency compliance and after

that we will shift gears and worry about training for everyone else. GAC knows the training involves commissioners, but we are still trying to figure out if it goes as far as volunteers including HRA volunteers. GAC is continuing a dialogue with people in the Ethics Training part of the Governors Office and will keep everyone posted on that. We have been in compliance with the state mandated ethics-training requirement and will continue to do so. Part of the reason we are able to do so easily is that we really have a suburb IT function as an agency. **Commissioner Morse** has a question, he typically files the ethics documents with the Secretary of State on his own, and he would like to know if it is mandatory that he file this with GAC first. **Director Wank** stated that at a minimum GAC needs to know that the commissioners HAVE filed them. The state protocol suggests that the filing should go to the agency Ethics officer for review, but it confuses the matter when many of the commissioners have a multiple obligation, for example, the Senators are required to file by virtue of their status as members of the General Assembly. GAC does not need to see the commissioner's file, but we do need to know that it has been filed. Again if there are any questions regarding the preparation of the documents then please call **Director Wank**. **Commissioner Morse** then wanted to raise one more item in regard to the email which was sent out, it was discussed when **Director Milano** was hired to keep the commissioners apprised of the transition and the goings on at the commission. **Commissioner Morse** would like either **Director Milano** or **Director Wank** to include in the email when the commission makes new hires. As a commissioner he would like to know who is working for GAC, so please include that information in the email, and along a similar vein, **Commissioner Morse** would also like to see the information submitted to board and commissions in regard to new commissioners. **Commissioner Morse** asked for additional question or comments for **Director Wank**. **Commissioner Wade** asked if it would be okay to submit to **Director Wank**, just the receipt that comes back from the Secretary of States Office which verifies filing? **Director Wank** said that works for him and it would allow him to check **Commissioner Wade** off the list.

BUDGET REPORT

Director Tipsord said that she has been involved in conference calling on the budget between the House and Senate budget analysts and we have responded to all of their questions and should have some further information on the budget either today or tomorrow. We have a Senate Appropriation Hearing today at 3:30 in room 212 and we have the House appropriation hearing tomorrow morning beginning at 8:00am, room114 in the Capitol Building. **Commissioner Morse** asked if there was anything else or any other questions, hearing none the meeting moved forward.

ACTION ITEMS

Commissioner Morse moved on to action items and the first item is the approval of the minutes of the October 2005 Commission meeting. **Commissioner Morse** asked for a motion. **Commissioner Wade** moved to approve the minutes of the October 2005 meeting, **Commissioner Bryson** seconded the motion; the motion carried.

Commissioner Morse moved to the next action item, the nominations and reappointments of Human Rights Authority Members. In past meetings, when appropriate, we have been able to take these on a single vote; if any one wants to extract anyone for the sake of discussion they

may do so. **Director Parks** is here to walk commissioners through any specific information on any of the individuals. **Commissioner Morse** asked if there was anything **Director Parks** would like to add. **Director Parks** said no, other than the new appointments are individuals who have visited the regional authorities and come recommended, and the re-appointments are individuals who have successfully completed a term of office and are eligible to continue another term. **Commissioner Morse** asked for questions or comments in respect to any of the new appointments and reappointments. **Commissioner Wade** made a motion to approve the appointments and re-appointments, **Commissioner Cotton** seconded the motion and the motion carried. **Commissioner Morse** also noted that there have been some HRA members who have resigned or their term has expired he wanted to thank those individuals for their service to the Commission. He noted that a letter does go out to these individuals on behalf of the commission thanking them for their service. **Commissioner Morse** wanted to bring to the commission's attention that the last time he signed one of the letters of thanks he noticed the letter was dated October or November and it went out to the member November or January. He asked that GAC please make this a bit more contemporary. **Commissioner Morse** then asked if there were any other items that required action on the part of the commissioners. Hearing none the meeting pressed forward to program reports.

Human Rights Authority Action Items- New Appointments, Reappointments, End of terms and Resignations:

New Appointments

Chicago Regional Authority

Michael Grice (Term expires August 2008)

East Central Regional Authority

Nancy E. Curran (Term Expires May 2009)

Peoria Regional Authority

Carolynsue Wolf (Term expires May 2009)

Susan White- effective May 2006 (Term expires May 2009)

Reappointments- Effective May 2006

East Central Regional Authority

Marlys Buelow (Term expires May 2009)

Karen Scrogam (Term expires 2009)

Peoria Regional Authority

Barbara Runyon (Term expires May 2009)

End of Term- Effective May 2006

East Central Regional Authority

Phyllis Davis

North Suburban Regional Authority

Pamela Arnold

Charlene Hill

Peoria Regional Authority

Michel Freda

Michael Streight

Resignations

Peoria Regional Authority

Connie Schiele

Egyptian Regional Authority

Kimberly Guetersloh

PROGRAM REPORTS

HUMAN RIGHTS AUTHORITY

Director Parks thanked **Commissioner Morse** and began her report. First she wanted to mention some personnel items. Currently, the HRA Program has six full-time employees, statewide and three vacancies. This time last year HRA had eight full time staff. The Coordinator for the Chicago HRA transferred to the Office of State Guardian in November of 2005. Jon Burnet, an HRA Administrator who works out of the Rockford office has been covering the Chicago HRA since November. Last week HRA held interviews for the vacant position and they hope to fill it soon. Another HRA staff person, Susan White, retired at the end of January. Susan worked for the Commission since 1999, first serving as the Coordinator of the Peoria HRA and later working as the HRA Administrator for the southern part of the state. Her stint with the HRA ended a 25+-year career in serving persons with disabilities. Although HRA will miss her as a staff person, commissioners will note from the HRA action items that HRA was able to enlist her as an HRA Member and HRA looks forward to her continued involvement. Until the commission is able to fill the staff vacancy left by Susan, **Director Parks** will be covering the responsibilities that Susan held. **Director Parks** also wanted to note that Kathy Sturm, an OSG rep. In Peoria, has stepped forward and offered assistance with the Peoria HRA until positions are filled and HRA very much appreciates that. **Director Parks** said she would also like to put the word out about current vacancies on Regional Authorities in the event that Commissioners have any suggestions of recruitment resources. HRA has enjoyed past success with such Commissioner recommendations. There are current vacancies on the following HRAs: Chicago, Egyptian, North Suburban, Northwest, and Springfield --- for a total of 7 vacancies statewide. The North Suburban region, based in Des Plaines has had significant problems with recruiting HRA Members; they currently have 2 vacancies and will lose 2 Members in May when terms expire. If commissioners or staff know of anyone who might be interested in serving in this unique volunteer capacity, please let **Director Parks** know. The HRA continually seeks opportunities to provide staff with training. In December, the HRA staff met with the Administrator for DHS' Bureau of CILA Licensure to obtain an update on proposed changes to the CILA Rules. HRA staff will plan to participate in upcoming OSG training. As a final note, the HRA also continues its community outreach efforts. In January, Jon Burnet and **Director Parks** gave a presentation about the HRA to the Disability Consortium based in Chicago. **Director Parks** asked for questions, hearing none **Commissioner Morse** moved to the Legal Advocacy Service report.

LEGAL ADVOCACY SERVICE

Director Plesko gave the LAS report. **Director Plesko** pointed out that as the commissioners may know from the email update LAS did hire a new attorney, her name is Ann Krasuski and she will be based up in the Chicago office. She previously served an internship with LAS as a law student and was familiar with LAS' program, so they are lucky to have her. As LAS took a step forward they also took a step back, with the loss of attorney Tony Rothert of the Alton office. He accepted a job with the ACLU of Western Missouri with whom LAS came in contact during the Prye case. A review of LAS statistical information that **Director Plesko** provided for the commission packet indicates a drop in cases in November, you may recall that **Director Plesko** mentioned at the last meeting a possible dispute with the Winnebago County Judge about who will handle cases during the absence of our Rockford attorney for approximately six weeks. The dispute was resolved but as a result LAS cases dropped by about 130 or so for that period. LAS is back up to average, around 700 cases, not counting appellate cases which seem to hover somewhere between the mid to high seventies which is a difficult number for LAS to handle. Again those cases seem to be coming up in the 4th and 5th districts some in the 3rd, and of course that is where LAS is the most shorthanded. **Director Plesko** connected up with the Public Interest Law Initiative; there was an effort to seek some pro-bono at the appellate level. In fact just yesterday, pro-bono representatives contacted him about the possibility of helping out with some appeals. That is good news. The bad news is that they are located in metropolitan Chicago and prefer to have 1st district appeals. The challenge is to get them interested in the downstate appeals. Issue- wise, **Director Plesko** wanted to mention a couple of cases. One of which came up at the last commission meeting and involved a novel guardianship issue that then turned into several mental health code issues resulting in a combined appeal that involves five or six final orders, the name in the case is Ronald K. Commissioners can see it moving up and down between the 2nd district and the Supreme Court in the Appellate Update. LAS did seek to appeal that case to the Supreme Court while the 2nd District's refusal to allow the late filing of notice of appeal from a final order in the initial guardianship proceeding. The Supreme Court rejected the petition for leave to appeal but they ordered the 2nd district to take the matter up, so LAS at least gained success in having all of the issues come to before the 2nd district appellate court. The novelty is that Laurel Spahn will be arguing that all of these four or five subsequent mental health issues arose out of a faulty guardianship proceeding in the first instance. LAS has actually drawn support from outside organizations in helping with that appeal. The Mandel Legal Clinic and the Mental Health Association of Illinois have sought to file an amicus brief and attorneys at the AARP are also taking a look at the issues and deciding if they may want to be involved in the case. Another interesting situation which may have statewide implications involves the trial Judge and the States Attorney in Union County where Choate Mental Health Center is located. The trial judge has included in orders for involuntary admission that if a person is involuntarily admitted that the individual be allowed to smoke with staff supervision. Choate, like the rest of the State Operated Facilities has an across the board no smoking policy, this caused some consternation with DHS Legal Counsel. The Attorney General is now involved having sought to intervene in the original orders, those matters are currently pending. The Judge hasn't finally ruled on the Attorney General's request to intervene, he has directed the facility to try to settle the matter administratively. He gave them 2 weeks to do so, and that time line will run next week, after which the Judge has said he will then get involved if the matter can't be solved administratively; we don't know at this point what 'get involved' means but it has implicated

LAS in the sense that clients have come back to us who were previously involuntarily admitted and asked for an amendment to their original order to allow them to smoke. LAS did not raise the issue of smoking it was a spontaneous act on the part of the State's Attorney. **Director Plesko** will keep everyone apprised as to what happens next week. **Commissioner Morse** asked for any questions for **Director Plesko** and there were none.

OFFICE OF STATE GUARDIAN

Director Godlewski gave the report for OSG, she wants to give a brief overview and then discuss the new initiative that **Director Milano** referred to as well as some training issues and personnel developments. The Office of State Guardian serves as guardian for approximately 5200 wards across the state; we also manage 250 fiduciary and estate cases. 40% of OSG's wards live in community based settings or group homes with fewer than 16 beds. Wards live in nearly 1700 different placements throughout the state. The average caseload size is now 124; the largest caseloads are continuing to be in the Egyptian region – those caseloads average 146 per caseworker. Detailed monthly statistics can be found in the commission-meeting packet. **Director Godlewski** continued discussing the new initiative mentioned by **Director Milano**. Over the past few months OSG has been reaching out to various providers to determine if community-based vacancies exist for wards with a primary diagnosis of mental illness. Virtually all of OSG's 900 wards with mental illness live in large long term care settings or IMD's (institutes for mental disease), yet many of the wards could be served in smaller, community-based settings. There are a handful of providers who are developing new placements and securing funding for nursing home diversion projects and community supports. The progress has been slow, however. GAC has been working with Janet Hasz and the Supportive Housing Providers Association to establish new contacts. Staff met with Janet twice and **Director Godlewski** attended their quarterly association meeting in Springfield. GAC also met with Thresholds, a large provider of services for persons with mental illness in the Chicago area and were encouraged about their service delivery, especially their vocational placement opportunities. But again, on the residential placement side, funding is difficult to acquire. GAC will also be meeting with Art Dykstra at Trinity Services to learn more about their new community based programs for this population. Finally, OSG currently has 2 graduate student interns from the University of Chicago and University of Illinois helping determine the location of community based vacancies and develop screening tools to assist us in identifying wards who can be transitioned with minimal support. This will be an ongoing initiative; **Gina Rossi** and **Director Godlewski** hope to retain more volunteer student interns next school year to assist with this project. **Director Godlewski** also wanted to let everyone know about the National Guardianship Association annual conference that was recently held in Cleveland Ohio. John Wank and Kathy Eddy were both presenters at this conference. John participated in half-day panel discussion, which reviewed all new case-law developments in guardianship; John researched cases for the entire Midwest. Kathy Eddy provided a half-day intensive on the basics of guardianship; she also brought back all conference materials and is sharing with staff. At this years conference the National Guardianship Association honored both John and Kathy. John Wank received the prestigious "President's Award" from the NGA. John received this award in recognition of his years of dedicated service. John served on the NGA Board for ten years and is a founding member of the Illinois Guardianship Association. He was NGA President in 2001 and served on many committees and special projects. John attended all but one of the NGA conferences (going back to the first one in Chicago in 1988) and has been a frequent presenter.

The second award went to Kathy Eddy; she received the State Affiliate Member Award from the Illinois Guardianship Association. This award recognizes activities on behalf of the affiliate including education and training, and other committee assignments. **Director Godlewski** mentioned that, once again GAC is looking to provide training to staff this spring in conjunction with the IGA, which will be hosting its annual business meeting and conference on May 11th in Springfield. Details about the conference will be forwarded to commissioners once the agenda is firmed up. IGA and GAC intends to open the conference to all Commission staff, as well as, county public guardians and the 80 + members of the Illinois Guardianship Association. **Director Godlewski** wanted to thank Gina Rossi, Sandy Hayes, Cathy Goebel, Kathy Eddy, Bill Scheidemantel and Susan Hagrelus and other staff for their ongoing work with the IGA conference planning committee. On another note, **Director Godlewski** mentioned that OSG has been able to hire a few new staff to assist the program. Since the last commission meeting OSG hired Vanessa Bennet- Oliver, an OSG attorney based in Chicago, Jeff Ohlson, a guardianship representative in the Egyptian region and Tam Tran, Deneen Brooks and Ginger Rye – who are guardianship representatives in the West Suburban region. The addition of these new front line staff has helped reduce caseload sizes, particularly in the West Suburban region, where caseloads dropped from 150 to 110 wards per worker. OSG still has two guardianship representative vacancies in the Egyptian region and will be looking to fill those positions once candidates are identified. **Director Godlewski** was also very sad to announce that during this reporting period we lost Jay Moses, a veteran OSG attorney who was assigned to central Illinois. Jay died suddenly at the age of 47 and left behind a wife and 2 children. He was a frequent speaker at area conferences; he worked on many committees and contributed regularly to the Institute of Continuing Legal Education. Jay was truly committed to his work and to persons with disabilities. He was well known in the legal community and his contributions and dedication will be missed. **Director Godlewski** concluded her report. **Commissioner Morse** wanted to interject for a moment and stated that he knew Jay for a couple years, about a year ago now, Jay and **Commissioner Morse** presented at training together and he felt that it was a great experience, and he and Jay talked about their children who attend the same the high school. **Commissioner Morse** said he had the privilege of attending the visitation after Jay passed away, and he heard a marvelous eulogy given by Jay's brother that seemed to capture everything **Commissioner Morse** knew about him, and he considers this a real loss. Jay was a really genuinely caring man and a great public servant. **Commissioner Morse** asked for questions on **Director Godlewski's** report.

CLOSING

Commissioner Morse asked for any further questions and hearing none he said there was only one last item before adjournment and that is setting the commissions next meeting. The meeting should be some point in May, and **Commissioner Morse** wanted to remind the Commissioners that the spring meeting is an organizational meeting as well, last year the commission conducted it that way, however the few years before they did not. So **Commissioner Morse** wanted to get back on track with ensuring organizational duties are taken care of at the spring meeting. Overall we are unsure as to where the Governors office will be on nominations and re-nominations, but all of the commissioners can be thinking about holding a particular office with the commission, and **Commissioner Morse** would like it put on the agenda, that the commission needs to discuss if they want to do it's annual reorganization. Should anyone like to start an

early campaign for chair, vice chair or secretary, **Commissioner Morse** encourages them to bring it up at the next meeting. **Commissioner Morse** then asked for any outstanding questions or comments, hearing none he entertained a motion to adjourn. **Commissioner Wade** motioned to adjourn and **Commissioner Bryson** seconded the motion; the motion carried and the meeting was adjourned at 11:30 am.