

Illinois Department of Children and Family Services
Institutional Review Board Meeting
Minutes
February 27, 2018

CHICAGO

Janet Ahern
Paula Jaudes
Tiffany Horstein
Brooke Taylor

ON PHONE

Arricka Newingham
Tammy Fuller

EXCUSED

Robin Albritton

CALL TO ORDER

Janet Ahern called the meeting to order at 2:02 p.m. A quorum was present.

APPROVAL OF MINUTES

MOTION: Paula Jaudes made a motion to approve the minutes January 23, 2018.

Tammy Fuller seconded the motion, and a unanimous vote from the remaining board members carried the motion.

NEW PROPOSALS

Sue Pickett. *Illinois Intact Family Recovery Program Evaluation.*

Really liked it.

Questions – Summary form from page 5, bottom of page 4 “Intact family staff will...” Faxing is not secure. Never send confidential information. DCFS has the ability to encrypt, but we aren’t there yet. DCFS thinks that faxing is secure.

Interview questions were okay. Pretty interesting proposal. Some of the questions are a bit hard to answer. Not descriptive enough. Lots of questions for \$20.

Page 7 of proposal summer says that social security number are required to obtain DCFS administrative data. Social security is not necessary. Name and date of birth would be okay. Listed in consent form. Get rid of that.

What do you need the social security number for? We don’t have that information in SACWIS. Will do her no good and people won’t give it to her anyway.

MOTION: Paula Jaudes motioned to approve the proposal.

Tamara Fuller seconded the proposed motion and a unanimous vote from the remaining board members carried the motion.

Andrew Zinn. *Quality Improvement center on Domestic Violence in Child Welfare: Implementing and Evaluation on Adult and Child Survivor-Centered Approach to Serving Child-Welfare Involved Involved Families Experiencing Domestic Violence.*

What are we approving? What are they going to train on? What's the model?

There is nothing to approve. No methods. Very vague.

When they are ready to submit their data collection procedures – which are forthcoming, but they are not ready for that yet.

How can we approve if we don't know what they're doing and how they're going to do it.

No description of anything. What are the surveys?

ACF probably funded the QIC-DVCW – don't fund the study, just the center.

Workers cannot accept any money.

Need University of Kansas IRB approval.

MOTION: This research proposal is being tabled until more information is presented.

OTHER

Introduction of Tiffany Horstein. Tiffany will be representing legal on the board.

Bethany Lee Slides. Email approvals were sent.

Ethics and Open Meetings Act Reminder. Only one person is outstanding with the ethics overview.

Next meeting was scheduled for March 27, 2018 at a 2 PM.

The meeting adjourned at 2:31 p.m.