

ILLINOIS DEPARTMENT OF CHILDREN AND FAMILY SERVICES
SCAN COMMITTEE
Meeting Minutes
June 16, 2021, 9:30 AM to 12:00
Via WebEx

Call to Order – Veatrice Crawford, Vice Chair

- I. **Introductions/Roll Call**- The following members were attending via Web-ex: **Present (12)** Denise McCaffrey, Diane Scruggs, Elaine Bailey-Johnson, Jaclin Davis, Nancie Brown, Mary Bennett, Veatrice Crawford, Mary Jane Forney, Mary Hardy Hall, Shauna McGuire, Delilah Nelson, Alice Staley **Absent (5)**: Cynthia Savage Brown, Dr. Alicen McGowan, Jackie Sharp, Commander James Davis, Joe Hemphill, Judy Bradley.
DCFS Staff: Kara Hamilton (Associate Deputy Director, External Communications and Advisory Groups), Lindsay Hyman (SCAN Liaison)

A quorum of members, 12 out of 18, were in attendance. This meeting was held virtually through WebEx in compliance with changes to the Open Meetings Act in response to the Covid-19 Pandemic.

II. **Old Business**

A. **Committee Membership**- Veatrice Crawford

Veatrice spoke on Neonatologist; Elaine suggested a Medical School Consultant; Diane suggested moving towards amendment of statute from neonatologist to pediatrician; Mary Hardy Hall will reach out to someone in Springfield in regards to a possible expert in this field. Diane made a motion to seek amending the statute to remove special category to a specialty in pediatric reviews. Mary Jane second the motion. Denise suggested expanding the category instead. Diane amended the motion. Mary Jane second the motion to include neonatologist and/or pediatric specialty. Motion was carried unanimously. Kara said she will help with the process for requested amendment. Kara will send forms to SCAN to make changes in statute.

II. **New Business**

- A. CWRAP tool- New tool? Record reviews- Diane will let SCAN know-used to determine if a removing child from home. Diane will give update.
B. CRP Report-Diane send comments by Friday @ noon on CRP reports.
C. Letter to Director for secretary request; Chief of Staff working on it. Diane stated that there is an organizational issue within the Department.
D. Kara stated that tracking system being developed for recommendations and requests from committee. Diane recommended a repository for information such as advisory group materials, historical documents, for times when roles change, staff leaves. Kara stated a standardized form is being developed.
E. **Chair Nominations**- Diane nominated as vice chair, Veatrice Crawford as chair. Elaine motioned that nominations be closed, vote was taken, unanimously elected Veatrice as chair, Diane as co chair.

- F.** National Child Abuse & Neglect Conference is being held virtually at the end of July for free. Denise will forward on to the SCAN committee.
- G.** CRP Conference-has the committee offered to host?
- H.** Member Term Expiration- announced those who are rolling off; suggestion to allow those rolling off to remain on in place of the active participants that have not been in attendance; Shauna second motion. Vea & Diane will work on letter to Kara to request this. Denise stated that it was inappropriate to announce expirations of members during meeting.
- I.** Record Review-Diane asked that this be put on the agenda for August.
- J.** Denise announced that Prevent Child Abuse Conference is October 14-15 and will be held virtually.

Meeting Adjourned 11:21 am.