

Meeting Minutes

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| Meeting Title: Statewide Parent Advisory Council | | |
| DRAFT MINUTES | Meeting Date: July 26, 2022 | Meeting Time: 4-5PM |

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| Meeting Location: | WebEx |
| Meeting Facilitator: | Kim Willis |
| Number of Attendees: | 15 |

| Minutes | | | |
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| Attendees Present: | Gregory Cox | Dorothy Jordan | Theresa Leggins |
| | Jacqueline LeNoir | Terry LeNoir | Cassandra Williams |
| | Leolani Posten | Shawna Peterman | Jeffrey Haley |
| | Amy Chase | Norma Machay | Greishen Rodriguez |
| | Michelle Grove | Kim Willis | Ray Gates |

| | Agenda Item | Action/Decisions |
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| 1. | <p>Introductions/Welcome – Kim Willis welcomed all and introduce Parent Co-Chairs Cassandra and Shawna.</p> <p>Roll Call – Shawna called the roll. Present were Gregory Cox, Dorothy Jordan, Theresa Leggins, Jacqueline LeNoir, Terry LeNoir, Cassandra Williams, Leolani Posten, Shawna Peterman, Jeffrey Haley, Amy Chase, Norma Machay, Kim Willis, Michelle Grove, Greishen Rodriguez and Ray Gates.</p> | Then Kim turned the meeting over to the co-chairs. |
| 2. | <p>Minutes of 5/24/22 – Shawna asked if all had received the minutes of the May meeting. Shawna called for discussion and corrections. There were none. Shawna called for a motion to approve. Motion was made by Ms. Leggins. Shawna asked for a second to the motion. The second was given by Ms. Jordan</p> | All were in favor, with no opposition. The motion to passed, approving the May minutes as presented. |
| 3. | <p>Minutes of 6/28/22 – The co-chairs asked for approval to forego reading the draft minutes, and all were in favor. Cassandra asked for discussion or corrections, and there was none. Norma asked for a report on follow-up to the draft minutes, and Ray gave the update on two tasks. Cassandra asked for a</p> | All were in favor, and the minutes were approved as presented. |

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| | <p>motion to approve the draft minutes as presented, and that motion was made by Ms. Lenoir. Cassandra called for a second, which was given by Mr. Cox.</p> | |
| 4. | <p>Amend Draft Bylaws – Ray explained that currently the bylaws require a majority of seated members be present in order to pass motion and carry out official business. He noted that we have yet to have a majority of seated members present at any meeting; therefore, he asked if the council would like to amend their draft bylaws such that they can pass motions and handle official business with a majority of seated members who are present. All agreed. Ray added that the bylaws could state that, for motions and business of major importance and impact, the co-chairs can reserve the right to call every absent member after a meeting and ask them for their vote on the motion or business at issue. All agreed. Mr. Cox said this amendment will serve to help this council keep moving forward. Norma Machay agreed.</p> | <p>Ray will amend the draft bylaws and Kim will send them to members prior to next month's meeting, so the Council can vote to officially adopt their bylaws at that meeting.</p> |
| 5. | <p>Membership Needs – Shawna asked Ray to discuss the Council's membership status and needs. Ray noted that the bylaws require 4 parent members from each DCFS region, and currently there are five from Northern, five from Cook, two from Central and six from Southern Region. Ray suggested some corrective action, and members agreed. Immediate action included adding Parent Johnnie Williams as a member from Central Region; removing a parent from Northern Region who has never participated or responded to multiple outreach attempts; converting a parent's Cook Region – based membership to an at-large membership; adding Terry LeNoir as an at-large member; asking a Southern Region member to resign due to lack of participation and failure to respond to multiple outreach attempts; and converting a Southern Region membership to an at-large membership.</p> | <p>The co-chairs will present the updated membership list for discussion at the next meeting on August 23.</p> |
| 6. | <p>Shawna called for PWP Chapter reports, beginning with the Cook County Chapter. Ms. Leggins said things need to change. There are lots of active members, but the lack of meeting rules is problematic.</p> | <p>They are working to make the Cook Chapter more orderly in its meetings.</p> |
| 7. | <p>Norma gave the report for the Northern Region/Lake County PWP Chapter. They met last Thursday and had one father present. Their virtual meetings usually have 1 – 2 parents participating. She gets calls from parents requesting assistance and information.</p> | <p>Norma is thinking about switching to in-person meetings and perhaps changing the meeting time. She is not getting parent referrals from the caseworkers.</p> |
| 8. | <p>Ray asked Leolani if it was OK for him to give the Southern Region Chapter report, and she agreed. Ray explained that work has just begun to re-establish a parent chapter in E. St. Louis.</p> | <p>Ray will have more information next month.</p> |

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| 9. | Topic for Next Meeting – Cassandra said she would like to invite the chair of the DCFS Statewide Foster Care Advisory Council to attend and engage in a discussion about the two councils working together to promote shared parenting, with the goal of making sure it happens more often for parents whose children are in care. | Ray said he would invite the foster care council’s chair. |
| 10. | Questions/Comments/ Announcements – Parent Dorothy Jordan announced that she had recently had two children returned, obtained a new apartment, and earned a promotion on her job. | Much congratulations and applause were given. |
| 11. | When there was no other discussion, Shawna called for a motion to adjourn. The motion was made by Dorothy Jordan and seconded by Jacqueline LeNoir. The next meeting will be on Tuesday, August 23, from 4-5 pm, via WebEx. | All were in favor, and the meeting adjourned at 5:03 pm |

| New Action Items or Information | Responsible | Due Date |
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| Submitted By: Ray Gates/Kim Willis | Approved by: | |