1. **Roll Call**

Stephanie Barisch  
Center for Youth and Family Solutions  
Matt Stinson  
University of Illinois School of Social Work  
Ellie Feldmann  
JCFS  
Carmen Gonzalez-Djangi  
Metropolitan Family Services  
Cris Mugrage  
Sinnissippi Centers  
Chelsea Mueller  
Heritage Behavioral Health  
Carlie Kasten  
Community Resource Center  
Michelle Zambrano  
Will County Health Department  
Rebecca Horwitz  
Kenneth Young Centers  
Laura Kuever  
Catholic Charities  
Eileen Niccolai  
Thresholds

A quorum was established with 11 members present

2. **Approval of Minutes**
   a. The minutes from the January 26th meeting were passed with no edits.

3. **Vote on Health Risk Assessment Recommendations**
   a. The Health Risk Assessment Recommendations passed with a unanimous vote.

4. **Vote on CST/ACT Care Plan Recommendations**
   a. The CST/ACT Care Plan Recommendations passed with a unanimous vote.

5. **Vote Follow Up**
   a. Both Recommendations are considered official recommendations to HFS. If HFS chooses to adopt the recommendations, changes will be communicated to the provider community with effective dates of the change.
   b. If adopted, some changes may take longer to enact than others if there are modifications that must be made to the Medicaid State Plan or to Administrative Rules.

6. **Wrap up of Policy Bucket**
   a. The Workgroup reviewed the remaining items in the policy bucket.
   b. The Workgroup put together a recommendation on the allowance of billing for time completing the documentation requirements of the IM+CANS. The Workgroup discussed that newer ‘green’ clinicians have difficulty completing the tool concurrently during the clinical interview and must use time after the interview to complete the tool, or else use it like an assessment tool.
   c. The Workgroup requested that HFS provide some data on the billing of IATP, including how many sessions are billed, and how many clients stay engaged/received services after the IATP. The Workgroup also recommended using this data to formulate a
‘baseline’ to see if changes are being made to billing activity as a result of clarification around the IM+CANS

d. The Workgroup formulated their recommendation on billable time, which will be voted on at the February 23rd Meeting.

7. **Next Steps**
   a. Vote on Billable Time Recommendation on the 23rd.
   b. Begin discussing the Tool Updates Bucket

8. **Adjournment**