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**Meeting Minutes of:
ILLINOIS DEPARTMENT OF PUBLIC HEALTH
Levels of Care: Levels III and IV (LOC)**

**May 22nd, 2017
1:00 p.m. until 3:00 p.m.**

IDPH Offices 122 S. Michigan, 7th Floor Chicago, IL	IDPH Offices 535 West Jefferson, 4th Floor Springfield, IL
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Attendees

Members in Attendance	Guests and IDPH
Beau Batton William Grobman Don Houchins Jessica Kandel Kim Kocur Stephen Locher Nicole Niwa Kousiki Patra	Alexander Smith, IDPH Shannon Lightner, IDPH Tanya Dworkin, IDPH Miranda Scott, IDPH Andrea Palmer, IDPH Trishna Harris, IDPH Lance Kovacs Phil Schaefer Trish O’Malley Robyn Gude Cindy Mitchell Elaine Shafer Shirley Scott
	Members Not In Attendance
	All accounted for

Motions

1. **Motion to adjourn.**
- Unanimous yes.

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Introductions and Welcome

- Beau Batton, the levels of care: Levels III and IV break out group, called the meeting to order about 2:30 P.M. and went around the room asking everyone introduce themselves.
- William Grobman, the Levels of Care advisory group chair, discussed how the importance of the committee and the why's.
- Beau will send out the American Academy of Pediatrics (AAP) statement.

Agenda Items

1. IDPH Meeting Guidelines

- The Illinois Department of Public Health staff was on hand to go over and give an overview of the open meetings act and the rules to be followed by the committee.
- IDPH also spoke about the importance of the committee members representing their state and not their hospital affiliation.
- The Centers for Disease Control (CDC)'s survey tool, LOCATe, was described and how it plays a role for this shift. A summary of the results will be passed out to the group.

3. Identifying Topics to Focus On

- The committee would like to see:
 - Focus groups from mom's
 - Updates on data from IDPH
 - Surgeons guidelines (Jessica Kandel)
 - Number of pediatric surgeries from across the state
- The group talked about using the AAP guidelines as a strong baseline/starting point and tweaking it from there.
- At 3:00 PM, the meeting was stopped for public questions or input.
- The group went over the AAP Levels of Care for both Level III and IV.
- IDPH reminded the committee to be clear in their wording when helping to rewrite the rule and to figure out language to not be able to be left up to interpretation.
- Other states have gone through the process of adopting guidelines from the AAP and it could benefit the group to do research on those states.

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4. Objectives Timeline

5. Meeting Logistics/Frequency

- The group then discussed a brief timeline and asked for suggestions on meeting logistics. They decided to meet monthly initially and then reevaluate down the line.
- The consensus same time length (one hour) starting at the end of June/early July.

Adjournment

Motion to adjourn: Unanimous yes.