



APPROVED MEETING MINUTES
Hospice and Palliative Care Advisory Board Meeting
November 9, 2017 - 10:30 a.m. – 12:30 p.m.
Video conference locations:
525 W. Jefferson, 4th Floor, Springfield
122 S. Michigan Ave, 7th Floor, Room 711, Chicago
4212 W. St. Charles Road, Bellwood

Call to Order

Members Present: David Lockhart, MD, Nancy Flowers, Ronda Dudley, Shelly Taylor, Marijo Letizia (teleconference), Aimee Isham, MD, Ronda Dudley and Pamela Cramer

Members Absent: Daniel Holste and Jennifer Reif

Department Staff and Guests: Karen Senger, Elaine Huddleston, and Siji Varghese

Introduction of Committee Members and Guests

Karen Senger called the meeting to order at 10:35 am with an introduction of Board members, Department Staff, and guests. A quorum was not established at this time with one Board Member, Marijo Letizia, attending by teleconference and could not be counted in the quorum. Board Member, Pamela Cramer called to say she was stuck in traffic and would be late. The Board agreed to wait a few minutes for any late arrivals and contact of additional Board Member(s) in order to establish a quorum.

The meeting was later called to order at 10:54 am with Board Member, Daniel Holste calling in to say he was not able to make the meeting. A quorum was still not established at this time, and the meeting would be an informational as the Board would not be able to vote on any Agenda items due to lack of a quorum.

Approval of Draft Minutes for August 10, 2017 Committee Meeting

The draft minutes of the August 10, 2017 meeting was presented to the Board for their review and comments. The Board was not able to vote on them at this time due to lack of a quorum and will bring back to the next meeting to vote on.

OLD BUSINESS

Hospice and Palliative Care

Karen Senger presented this section to the Board on Hospice and Palliative Care in Hospice within other States for discussion. The Board had agreed to work on gathering educational material from a handout presented at the last meeting. The citation list was divided among

members to address one or two research citations listed on page 2 of this handout. Members were asked to research these various websites/citations by other States and follow up with the Board on their findings to bring back to the Board at the next scheduled meeting for discussion.

A few Board Members shared some of their findings that they found during their research:

1. Some of the states did not have useful information to share;
2. Some of the websites did not have information listed on Palliative Care;
3. Some Palliative Care programs were integrated into a Hospital program
4. Board needs to work more with State Organizations for more information;
 - a. Look at the National Census Guidelines;
 - b. Physicians aspect of Palliative and Hospice Care
 - a. Eight different domain(s) of Hospice Care:
 - a. Psychological
 - b. Social
 - c. End of life
 - d. Medical
 - c. Address clinical process of Hospice and Palliative Care
5. Some websites were just about patient's end of life stories;
6. Some sites were just Blog sites with not a lot of information, and
7. Small community Hospice programs are just training programs;
 - a. Training is listed under two different programs: Hospice and Palliative Care
 - b. Employees/students are trained under one or the other programs

Karen asked members to email their findings to her to be presented to the Board at their next meeting for discussion. Karen Senger would like to put together a spread sheet with the material gathered to help the Department develop some kind of educational material to share with the industry. This spread sheet will help the Department to develop material to post on the IDPH website and the Illinois Website to help educate the public in the difference between Palliative Care, Hospice Care, or both in Illinois.

NEW BUSINESS

Board Membership Updates

Karen Senger presented this section on Board Membership;

1. Membership vacancies – Three (3) voting vacancies:
 - a. One (1) position is still pending nomination from the Director of DHS for replacement of former member Kim Pieczynski resigned effective 1/22/2016.
 - b. One (1) position for Member Hospice Programs that was recently vacated by newly appointee Diane Bergan eff 6/16/17; pending Director/Governmental Office approval for this nominees appointment.
 - c. One (1) position for member recommended by Advocates on behalf of Hospice Patients & Families that was vacated by former Board member Ronette McCarthy effective 5/30/17; nominee none.

Karen Senger reminded members to contact the Department of any possible nominees and their contact information for vacant position so the Department can reach out to them.

Travel Mileage Reimbursement

Board Members were provided a blank travel voucher form to submit for any travel mileage expense forms to the Department. Board Members were reminded they can contact IDPH staff Elaine Huddleston with any further questions or concerns with their travel expense forms.

Next Board Meeting:

1. February 8, 2018 • 10:30 a.m.(122 S. Michigan Avenue, 7th Floor, Room 711, Chicago and 525 W. Jefferson Street, 4th Floor, Springfield. Bellwood Location will not be available for this meeting).
2. May 10, 2018 • 10:30 a.m. (122 S. Michigan Avenue, 7th Floor, Room 711, Chicago and 525 W. Jefferson Street, 4th Floor, Springfield). Bellwood location will not be available for this meeting).
3. August 9, 2018 • 10:30 a.m. (122 S. Michigan Avenue, 7th Floor, Room 711, Chicago, 525 W. Jefferson Street, 4th Floor, Springfield, and 4212 St. Charles Road in Bellwood).

Meeting Adjourned at 11:30 am