Access and Functional Need Advisory Committee Meeting Minutes

Tuesday, September 23, 2025 at 3:00pm – 4:30pm CST

Call to Order
- The meeting called to order at:

Roll Call
- Attendance will be taken:
    - Voting Members
        - Present:
        - Absent:
            - Without notice:
    - Advisory Members
        - Present:
        - Absent:
            - Without notice:
- Introduction of new members and members of the public
- Quorum will be noted before proceeding
    - Quorum met:

Approval of Minutes
Please read the minutes <u>ahead of the meeting</u> and, if necessary, provide any corrections needed.
- June 20, 2024 meeting minutes vote for approval
    - Motion
    - Second:
    - Vote:
- October 17, 2024 meeting minutes vote for approval
    - Motion:
    - Second:
    - Vote:

Reports of Officers
- Chair: Kira Meskin Schiff
    - Introduction of new members

- o Reminder to complete mandatory annual trainings
- Secretary: Jae Jin Pak

Scheduled Presentations
- None

New Business
New business is reserved for formal proposals from the floor that are brought forth as a motion that needs to be debated and potentially voted on.

- Executive Committee election, if quorum is met
- Update from the current Executive Committee on the status of bill SB 1851
- Update from the current Executive Committee and IEMA-OHS regarding Open Meeting Act compliance
- Set the whole committee meeting schedule

Unfinished Business
Unfinished business is business from a past meeting that was tabled, and a member wants to return it to the floor to be debated and potentially voted on.
- Update from IEMA-OHS regarding the Committee's involvement in the drafting and revision process of Illinois' Emergency Operations Plan
- Update from IEMA-OHS regarding draft of the Operational Playbook
  - o Reformation of the Subcommittees
- Formation of the By-Laws Review Ad Hoc Committee
- Continued discussion/feedback on Committee structure, process, communications, and flow.

Announcements and Good of the Order
Announcements are for the good of the order, such as available webinars, training opportunities, and any other issues individuals want to discuss that do not require a vote.
- Announcements

Public Comment
- Invitation for public comment

<u>Adjournment</u>
- Call to adjourn
  - Motion:
  - Second
  - Vote:

<u>Next Scheduled Meeting:</u> To be determined during this meeting