



**CHAMPAIGN COUNTY, ILLINOIS  
COMMITTEE AGENDA**

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**PUBLIC AID APPEALS COMMITTEE**

**Brookens Administrative Center, Meeting Room 3**

**1776 E. Washington St., Urbana**

**Tuesday, September 25, 2012 – 9:00 a.m.**

**CHAIR:** C. Pius Weibel

**MEMBERS:** Pam Borowski, Bernard Magsamen, James Rusk

<b><u>ITEM</u></b>	<b><u>PAGE NO.</u></b>
<b>I. <u>CALL TO ORDER</u></b>	
<b>II. <u>ROLL CALL</u></b>	
<b>III. <u>APPROVAL OF MINUTES</u></b>	
a. September 22, 2010	
b. August 8, 2012	
<b>IV. <u>APPROVAL OF AGENDA/ADDENDUM</u></b>	
<b>V. <u>PUBLIC PARTICIPATION</u></b>	
<b>VI. <u>PUBLIC AID APPEAL FROM CUNNINGHAM TOWNSHIP REGARDING APPELLANT #02.12</u></b>	
a. Receipt of Evidence from Appellant and Township	
b. Closed Session Pursuant to 5 ILCS 120/2(c)(4) to Consider Evidence or Testimony Presented in Open Hearing to This Quasi – Adjudicative Body	
c. Announcement of Decision	
<b>VII. <u>OTHER BUSINESS</u></b>	
<b>VIII. <u>ADJOURNMENT</u></b>	

*Please note that parties to a case heard by the Public Aid Appeals Committee receive only the agenda attachments relevant to their case, in order to protect the privacy rights of any other parties who may have their case heard before the committee.*

1 CHAMPAIGN COUNTY, ILLINOIS  
2 **COMMITTEE MINUTES**  
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5 **PUBLIC AID APPEALS COMMITTEE**

6 **Wednesday, September 22, 2010**

7 **Brookens Administrative Center, Jennifer K. Putman Meeting Room**

8 **1776 E. Washington St., Urbana**

9  
10 9:00 a.m.

11  
12 **MEMBERS PRESENT:** Pamela Borowski, Bernard Magsamen, James Rusk, C. Pius Weibel

13  
14 **MEMBERS ABSENT:** None

15  
16 **OTHERS PRESENT:** Kat Bork (Administrative Assistant), Carol Elliott (Cunningham  
17 Township Supervisor), Fred Grosser (Cunningham Township  
18 Attorney), Susan McGrath (Senior Assistant State's Attorney)  
19

20 **CALL TO ORDER**

21  
22 Weibel called the meeting to order at 9:00 a.m.

23  
24 **ROLL CALL**

25  
26 Bork called the roll. Borowski, Magsamen, Rusk, and Weibel were present at the time of  
27 the roll call, establishing the presence of a quorum.  
28

29 **APPROVAL OF AGENDA/ADDENDUM**

30  
31 **MOTION** by Borowski to approve the agenda for the meeting; seconded by Rusk. **Motion**  
32 **carried with unanimous support.**

33  
34 **APPROVAL OF MINUTES**

35  
36 **MOTION** by Borowski to approve the Public Aid Appeals Committee minutes of June 1,  
37 2009; seconded by Rusk. **Motion carried with unanimous support.**  
38

39 **PUBLIC PARTICIPATION**

40  
41 There was no public participation.  
42

43 **PUBLIC AID APPEAL FROM CUNNINGHAM TOWNSHIP REGARDING APPELLANT**  
44 **#02.63**

45 **Receipt of Evidence from Appellant and Township**

46  
47 Weibel noted the absence of Appellant #02.63. A communication from Appellant #02.63  
48 that was received in the County Board Office on September 21, 2010 was distributed. Weibel  
49 confirmed the County Board Office had sent the required notice to the appellant. The notice was

50 sent via certified mail on September 10, 2010. Bork confirmed, via the United States Postal  
51 Service's website, that delivery of the notice was attempted on September 11, 2010 at 3:13 p.m. A  
52 notice was left for the appellant by the postal carrier that the parcel could be retrieved at the post  
53 office. An agenda packet for this meeting was mailed to Appellant #02.63 on September 17, 2010  
54 via regular mail. The September 21<sup>st</sup> communication from the appellant verified the agenda packet  
55 had been received by the appellant. In this communication, the appellant requested an extension  
56 and submitted as evidence an unsigned form requesting authorization for repayment of interim  
57 assistance from the Illinois Department of Human Services. Section 13 of the Appeal Rules &  
58 Procedures of the Champaign County Public Aid Appeals Committee defines the good cause  
59 reasons for which an appeal hearing may be continued to a later date and requires that any request  
60 for continuance must be submitted seventy-two hours prior to the scheduled hearing. Appellant  
61 #02.63 did not comply with the stated deadline (also stated in the hearing notice sent to him on  
62 September 10, 2010) or meet the requirement of good cause listed in Section 13 of the Rules &  
63 Procedures. Weibel declined to grant an extension and Bork attempted to reach the appellant via  
64 telephone. She left a message on the voicemail that was positively identified as belonging to the  
65 Appellant #02.63. The request for an extension also refers to the township's written documentation  
66 not meeting disabilities standards for the appellant's disability. However, the appellant did not state  
67 what the disability was and it could not be determined if it was an ADA protected disability.  
68 McGrath confirmed no document was provided by Appellant #02.63 that sets forth his disability.  
69

70 Elliott noted that, early in the process, documentation mailed to the appellant was returned  
71 to the township due to insufficient postage. The documentation was resent to the appellant with the  
72 correct postage. Elliott was neither aware of any special mailing procedures nor aware of any  
73 disability the appellant had. The appropriate forms and a public aid check had been previously sent  
74 to the appellant via regular mail and were received by the appellant.  
75

76 The committee continued to wait for the appellant to appear. The committee took action  
77 when the appellant had not arrived for the scheduled hearing by 9:15 a.m.  
78

79 **MOTION** by Borowski to accept the township's statement of facts into evidence; seconded  
80 by Rusk. **Motion carried with unanimous support.**  
81

82 Closed Session Pursuant to 5 ILCS 120/2(c)(4) to Consider Evidence or Testimony Presented in  
83 Open Hearing to This Quasi – Adjudicative Body  
84

85 No closed session was necessary.  
86

87 Announcement of Decision  
88

89 **MOTION** by Rusk to uphold the Cunningham Township's decision to terminate Appellant  
90 #02.63's general assistance benefits based on the appellant's failure to appear; seconded by  
91 Magsamen.  
92

93 Borowski inquired if the appellant could file another appeal after failing to appear at this  
94 hearing. Elliott verified the appellant could request another hearing within a certain timeframe.  
95

96 **Motion carried with unanimous support.**



1 CHAMPAIGN COUNTY, ILLINOIS  
2 **COMMITTEE MINUTES**  
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4  
5 **PUBLIC AID APPEALS COMMITTEE**

6 **Wednesday, August 8, 2012**

7 **Brookens Administrative Center, Meeting Room 4**

8 **1776 E. Washington St., Urbana**  
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10  
11 **MEMBERS PRESENT:** Carol Elliott, Bernard Magsamen, James Rusk, C. Pius Weibel

12  
13 **MEMBERS ABSENT:** None

14  
15 **OTHERS PRESENT:** Lorna Geiler (Mahomet Township Attorney), John Jay (Mahomet  
16 Township Supervisor), Kay Rhodes (Administrative Assistant)  
17

18 **CALL TO ORDER**

19  
20 Weibel called the meeting to order at 9:01 a.m.  
21

22 **ROLL CALL**

23  
24 Rhodes called the roll. Elliott, Magsamen, Rusk, and Weibel were present at the time of the  
25 roll call, establishing the presence of a quorum.  
26

27 **APPROVAL OF AGENDA/ADDENDUM**

28  
29 **MOTION** by Elliott to approve the agenda for the meeting; seconded by Rusk. **Motion**  
30 **carried with unanimous support.**  
31

32 **PUBLIC PARTICIPATION**

33  
34 There was no public participation.  
35

36 **PUBLIC AID APPEAL FROM MAHOMET TOWNSHIP REGARDING APPELLANT #04.5**  
37 **Receipt of Evidence from Appellant and Township**

38  
39 Weibel noted the absence of Appellant #04.5. Weibel confirmed the County Board Office  
40 had sent the required notice to the appellant. The notice was mailed on July 27, 2012.  
41

42 The committee continued to wait for the appellant to appear. The committee took action  
43 when the appellant had not arrived for the scheduled hearing by 9:18 a.m.  
44

45 **MOTION** by Rusk to accept the township's statement of facts into evidence; seconded by  
46 Magsamen. **Motion carried with unanimous support.**  
47

48 **Closed Session Pursuant to 5 ILCS 120/2(c)(4) to Consider Evidence or Testimony Presented in**  
49 **Open Hearing to This Quasi – Adjudicative Body**

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No closed session was necessary.

Announcement of Decision

**MOTION** by Rusk to uphold the Mahomet Township’s decision to find Appellant #04.5 ineligible for general assistance benefits based on the appellant’s failure to appear; seconded by Elliott. **Motion carried with unanimous support.**

**OTHER BUSINESS**

There was no other business.

**ADJOURNMENT**

The meeting adjourned at 9:19 a.m.

Respectfully submitted,  
Kay Rhodes  
Administrative Assistant

*Secy’s note: The minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the meeting.*