CHAMPAIGN COUNTY, ILLINOIS
COMMITTEE AGENDA

PUBLIC AID APPEALS COMMITTEE
Bennett Administrative Center
Jennifer Putman Meeting Room
102 East Main Street, Urbana, Illinois
Friday, September 11, 2026 – 1:00 p.m.

CHAIR: Steve Summers

MEMBERS: Danielle Chynoweth, Andy Graham, Leah Taylor

Agenda Items

I. Call to Order

II. Roll Call

III. Approval of Agenda/Addendum

IV. Approval of Minutes
A. February 6, 2024

V. Public Participation

VI. Public Aid Appeal from Urbana Township Regarding Appellant #07.1
A. Oath, Testimony, & Receipt of Evidence from Appellant

B. Oath, Testimony, & Receipt of Evidence from Township

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

D. Announcement of Decision

VII. Other Business
A. Approval of Closed Session Minutes
1. February 6, 2024

VIII. Adjournment

(Oath Script: Please raise your right hand. Do you solemnly swear and affirm to tell the truth, the whole truth and nothing but the truth to the best of your ability?)

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.

Champaign County will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities. Please contact the Office of the County Executive, 217-384-3776, as soon as possible but no later than 48 hours before the scheduled meeting.

CHAMPAIGN COUNTY, ILLINOIS
COMMITTEE MINUTES
PUBLIC AID APPEALS COMMITTEE

MINUTES – *Subject to Approval*

DATE: Tuesday, February 6, 2024
TIME: 1:00 p.m.
PLACE: Jennifer Putman Meeting Room
Brookens Administrative Center
1776 E. Washington St., Urbana

Committee Members:

Present	Absent
Danielle Chynoweth	Andy Graham
Norman Davis	
Steve Summers (Chair)	

Others Present: Dawn Blair (City of Champaign Township Case Manager) and Megan Robison (Recording Secretary)

Agenda Items

I. Call to Order

Chair Summers called the meeting to order at 1:07 p.m.

II. Roll Call

A verbal roll call was taken, and a quorum was declared present.

III. Approval of Agenda/Addendum

MOTION by Ms. Chynoweth to approve the agenda; seconded by Mr. Davis. Upon vote, the **MOTION CARRIED** unanimously.

IV. Approval of Minutes

A. December 12, 2023

MOTION by Ms. Chynoweth to approve the minutes of December 12, 2023; seconded by Mr. Davis. Upon vote, the **MOTION CARRIED** unanimously.

V. Public Participation

None

VI. Public Aid Appeal from City of Champaign Township Regarding Appellant #01.12

A. Oath, Testimony, & Receipt of Evidence from Appellant

Chair Summers swore in the appellant. The appellant provided additional evidence as requested at the previous meeting. He stated the evidence makes it clear that the Township did not clarify what additional information they required. Once they gave him a list, he was able to provide that information immediately.

Ms. Chynoweth confirmed that the appellant is currently receiving general assistance. She noted that a list of the additional information required was sent to his case manager at Rosecrance, since they did not have an address on file and she asked if he received that from Rosecrance. The appellant stated he has had many issues with Rosecrance, and he can't recall what or when he received anything from them. Ms. Chynoweth also confirmed that the appellant believed the Township would email him with their response.

B. Oath, Testimony, & Receipt of Evidence from Township

Chair Summers swore in Ms. Blair. Ms. Blaire provided a copy of the application that was received from the appellant. She mentioned the list of required information that is posted online with the application and the item that says additional documentation may be requested. She also stated there wasn't a phone number or mailing address for the Township to discuss the application with the appellant.

Mr. Davis asked how they were able to contact the appellant. Ms. Blair stated she took the denial letter to Rosecrance. Ms. Chynoweth asked if the Township sent the denial letter to the email that was provided in the application. Ms. Blair admitted that she did not realize there was an email in the application and explained that when they receive an incomplete application, they hold it until the applicant contacts them.

Mr. Davis clarified the timeline, and Ms. Blair detailed the heated phone call that she received from the applicant on February 10th.

The appellant requested a moment to rebuttal and explained that he submitted the application on January 3rd to the best of his ability and provided contact information. He also stated that the Township did not contact Rosecrance until after the phone conversation.

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

MOTION by Mr. Davis to enter CLOSED session pursuant to 5 ILCS 120/2(c)(4) to consider evidence or testimony presented in open hearing to this quasi-adjudicative body and that the following parties remain present: recording secretary; seconded by Ms. Chynoweth. Upon roll call vote, the MOTION CARRIED unanimously.

The Public Aid Appeals Committee entered Closed Session at 1:29 p.m.

The Public Aid Appeals Committee resumed Open Session at 1:44 p.m.

D. Announcement of Decision

After consideration of the testimony and evidence presented by the township and the appellant, the Committee ruled in favor of the appellant, awarding them two months of back pay.

VII. Other Business

A. Approval of Closed Session Minutes
   1. December 12, 2023

MOTION by Ms. Chynoweth to approve the closed session minutes of December 12, 2023; seconded by Mr. Davis. Upon vote, the **MOTION CARRIED** unanimously.

VIII. Adjournment

Chair Summers adjourned the meeting at 1:48 p.m.