



HFS

Illinois Department of
Healthcare and Family Services

JB Pritzker, Governor
Lizzy Whitehorn, Director

401 South Clinton, 7th Floor
Chicago, Illinois 60607

Closed Meeting Notice

Beneficiary Advisory Council Orientation

Friday, February 6, 2026 | 2:00p.m. – 4:00p.m.

This meeting will be held virtually using WebEx.

Only BAC and support staff will receive a link to the WebEx meeting.

Agenda

1. Call to Order
2. Welcome
3. Summary of Agenda
4. General Meeting Operations and Communications
5. Roll Call of BAC Members
6. Introduction of HFS staff
7. Leadership Comments
8. Purpose of BAC
9. Review Agenda
10. Membership Introductions and Sharing
11. What is the Beneficiary Advisory Council
12. Roles & Expectations
13. Beneficiary Advisory Council Operations
14. Review of Draft Bylaws
15. Additional Business: Old & New
16. Adjournment

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- HFS is committed to ensuring that this council meets the disability access needs of all participants. Please contact Melishia Bansa at HFS.Boards.and.Commissions@Illinois.gov with any disability access requests as early as possible. Please use the following subject line in your email: **Request for Disability Support for Beneficiary Advisory Council Meeting: Friday, February 6, 2026.**

WebEx Tips

- Closed Captioning will be available during the meeting.

- We strongly suggest using the WebEx link to attend the meeting so that you will have full functionality and capabilities during the meeting.
- You may use your computer's audio or the phone option for sound; in our experience the "Call me" option has the best sound quality.
- If you are calling-in and not using the WebEx link, and need assistance, please email Melishia Bansa at HFS.Boards.and.Commissions@Illinois.gov **before 12:00 p.m. on Friday, February 6, 2026.** Please use the following subject line in your email: **Request for Attendee Support for Beneficiary Advisory Council Meeting: Friday, February 6, 2026.** You will then receive any last-minute meeting materials if applicable.
- Individuals participating through WebEx may use the "chat" function to communicate with the meeting host and/or co-host.

Regarding Public Comments during the meeting: This is a closed meeting for BAC members only.

Regarding the Submission of Written Comments:

- Interested parties may provide written comments to the Department in advance of the meeting.
- Comments will be read into the record by the Chair or HFS Boards and Commissions Administrative personnel.
- **Comment Requirements:** Comments must be short in length and **must not** exceed 3 minutes when read during the meeting.
- Please email written comments to HFS.Boards.and.Commissions@Illinois.gov **by no later than 5:00 p.m. on Tuesday, February 3, 2026.**
- Please title your email correspondence with the following statement in the subject line: **Request to Provide Beneficiary Advisory Council Meeting Written Comment on: Friday, February 6, 2026.**

Postponing the WebEx Meeting:

- If in the event of any technical errors with the Virtual WebEx platform that could impede upon the virtual operations of the meeting experience, the meeting will be postponed until further notice.
- Registered Attendees will receive an email notification informing them the meeting has been postponed until further notice.
- Registered Attendees will receive an email notification regarding the new date of the rescheduled meeting.

This notice is available at: [Boards and Commissions | HFS \(illinois.gov\)](#)