

**Illinois Department of Healthcare and Family Services**  
**IM+CANS Workgroup**  
**Meeting Minutes**  
**March 9, 2022**  
**Held virtually via WebEx**

**I. Roll Call**

Stephanie Barisch	Center for Youth and Family Solutions
Matt Stinson	University of Illinois School of Social Work
Ellie Feldmann	JCFS
Carmen Gonzalez-Djangi	Metropolitan Family Services
Cris Mugarage	Sinnissippi Centers
Chelsea Mueller	Heritage Behavioral Health
Kathryn Bangs	Egyptian Public Health Department
Carlie Kasten	Community Resource Center
Michelle Zambrano	Will County Health Department
Rebecca Horwitz	Kenneth Young Centers
Laura Kuever	Catholic Charities
Eileen Niccolai	Thresholds
Virginia Rossi	Thresholds

A quorum was established with 13 members present.

**II. Approval of Minutes**

- a. Minutes from the February 9 and February 23 meetings were passed with one edit to the February 23 minutes.

**III. Review of Tool Updates Bucket Items**

- a. The workgroup reviewed items in the Tool Updates bucket. The group determined that using Breakout Workgroups to discuss differing sections of the tool would be more efficient than going line by line.

**IV. Continuing Tool Updates Discussion**

- a. The Workgroup discussed how to identify the areas of the tool for Breakout Groups and determined that by section would be easiest.
- b. It was also determined that the Tool Updates review should also include the corresponding sections of the manual, as it may be more appropriate to update the manual than to make a change to the tool. This may accommodate the identified special populations without requiring changes to the tool
- c. The Breakout Workgroups will also be available to the public to not limit workgroup size, allow HFS to participate, and allow members of the public to weigh in. HFS will take lead on scheduling.
- d. April Fernando from the University of Kentucky told the Workgroup that some definitions and descriptions in the Reference Guide have been updated since the IM+CANS was launched and will provide those updated definitions to the group.

Additionally, supplemental information included in the Reference Guide can be added at the discretion of the Workgroup/HFS.

- e. Additionally, University of Kentucky has developed a Geriatric Tool, and definitions from that Reference Guide could be pulled in to the IM+CANS Reference Guide to better expand the definitions for the elderly population.
- f. Identified Breakout Sections:
  - Section 2 Trauma Exposure
    - Section 3a - Behavioral/Emotional
  - Section 3 Needs
    - Module A
    - Life Functioning
    - Module B
    - Module C
    - Module D
    - Module E
    - Module F
    - Module K
  - Section 4 Safety
    - Module G
    - Module I
    - Module J
  - Section 5 Substance Use History
    - Module L
  - Section 8 Client Strengths
  - Section 9b Cultural Considerations

**VI. Public Comments**

- a. A question was asked clarifying if the Breakout Workgroups would be available to the public. HFS clarified that they would.

**VII. Next Steps**

**VIII. Adjournment**