

**State of Illinois
State Use Committee Meeting Minutes
December 4, 2024**

Springfield Meeting Location

CMS – Jefferson Terrace
300 W Jefferson St

Chicago Meeting Location

CMS
555 W Monroe, 13N-Green

I. Call to Order

Chairman Wilson opened the meeting at 1:01 pm

II. Roll Call

[Attachment #1 Sign in](#)

Committee members present at Springfield:

Ron Wilson, Chairman
Christine Dickey
Melissa Norman

Others present:

Katrina Livingston, CMS/BOSS

Committee members present at Chicago:

Casey Burke, DHS Designee
George Indelli

III. Approval of the September 4, 2024 Meeting Minutes

Chairman Wilson confirmed the members had reviewed the September 4, 2024 meeting minutes and there were no proposed changes. Member Christine Dickey called for a motion to approve the Minutes. Member Melissa Norman second motion. Chairman Wilson approved minutes.

IV. Review and Vote on Proposed Contracts

[Attachment #2 Vote Sheet](#)

Chairman Wilson asked the Committee if all had a chance to review the proposed contracts and request letters to be voted on today. Committee responded they had reviewed and had no questions. Katrina Livingston read contracts aloud and vote was recorded on each members' vote sheets.

V. State Use Discussion on Guidelines

Finalized draft of Guidelines were discussed with members and agreed that they should be published.

VI. Open Floor for Discussion

Chairman Wilson opened the floor to the public for any questions or comments. Coordinator Katrina Livingston spoke with Committee about reaching out to Governor's office in regard to renewing appointments and finding new appointees to help cover members who haven't been able to attend several meetings. Member George Indelli asked about possibility for additional meeting locations and/or adding WebEx for public to be able to view meetings. Chairman Wilson said it would be worth looking in to and we could discuss in detail at a further time. Hearing no additional responses, Chairman Wilson moved on to the next agenda item.

VII. Future Meeting Date

Chairman Wilson reviewed the upcoming quarterly meeting date:

- March 5, 2025 at 1pm
- June 4, 2025 at 1pm
- September 3, 2025 at 1pm
- December 3, 2025 at 1pm

VIII. Adjournment

There being no further business to come before the Committee, Chairman Wilson called for a motion to adjourn. Motion to adjourn was made by Member Casey Burke. Member Melissa Norman second the motion to adjourn.

Chairman Wilson announced the motion to adjourn was approved and adjourned the meeting at 1:49 P.M.

_____ Ron Wilson