

**MINUTES OF THE ILLINOIS WORKERS' COMPENSATION COMMISSION**  
**100 WEST RANDOLPH STREET, EIGHTH FLOOR**  
**CHAIRMAN'S CONFERENCE ROOM, CHICAGO, IL**  
**HELD ON MAY 17, 2013 AT 10:00 AM**

**Present at the meeting were:**

Chairman Michael Latz  
Commissioner David Gore  
Commissioner Thomas Tyrrell  
Commissioner Mario Basurto  
Commissioner Charles DeVriendt

**Participating via phone were:**

Commissioner Daniel Donohoo  
Commissioner Ruth White

**Not present at the meeting were:**

Commissioner Kevin Lamborn

**IWCC staff present were:**

Ms. Dora Shabazz  
Mr. Ron Rascia, General Counsel (via phone)  
Ms. Kim Janas, Secretary of the Commission (via phone)

Chairman Latz called the meeting order and noted that a quorum was present. Chairman Latz asked if there were any additions or corrections to the minutes for the meeting held on March 22, 2013. There was a motion by Commissioner Gore, seconded by Commissioner Basurto, and unanimously carried to approve the minutes.

Chairman Latz then provided a Commission update. He informed the Commissioners about several IT projects, such as improving how the Commission's ArbTrack system interfaces with the Commission's case information stored in its computer mainframe. Commission staff is in the process of testing a program that would automatically update the mainframe with information regarding reinstatements, consolidations, and reassignments. In addition, by May 20, the computers in the Commission's Data Entry Department will be replaced with more efficient slim-line computers. In terms of changes to the Arbitration Department, Chairman Latz is exploring options for securing additional support staff for the Arbitrators and possibly staff attorneys for the arbitrators to assist with legal research projects.

Chairman Latz reported on changes to the Commission's Central File Room, including plans to update the electronic file tracking system and the purchase of new, more space-efficient shelving units to replace the current units which are dilapidated and outdated. Several of these new changes in the File Room will be implemented by the Commission's newest employee, Erminda "Minda" Runao. Ms. Runao was born and raised in Mexico and has a degree in Chemical Engineering. She previously worked in a variety of different capacities at the law firm of Bollinger Ruberry & Garvey in Chicago, including as the head of the firm's filing department. Most recently, Ms. Runao has been serving as a Math and Science instructor at Triton Junior College. Ms. Runao will be supervising the Commission's File Room, Data Entry Department, and Mail Room. Finally, Chairman Latz noted that that Deputy General Counsel Lola Dada-Olley is in the process of updating the Commission's employee handbook, which is significantly outdated.

Next, Ms. Janas provided the Commissioners with an update on the regulatory and legislative activity affecting the Commission. She informed the Commissioners that a bill making several changes to the Workers' Compensation Act had been filed in the General Assembly. House Bill 3390, sponsored by Senator Mulroe,

makes ten changes to the Act, including some affecting the operations of the Commission. Ms. Janas stated that Chairman Latz had been in Springfield to participate in negotiations on this legislation and the Commission would continue to monitor the bill for any additional amendments.

Chairman Latz then moved on and asked the Commissioners if there was any new business to discuss. Commissioner DeVriendt inquired about staffing issues involving the scheduling of coverage for administrative assistants to the Commissioners when one or more of the assistants are absent. Chairman Latz and Mr. Rascia stated that they would look into this matter.

There was a motion by Commissioner Gore, seconded by Commissioner Tyrrell, and unanimously carried to adjourn the meeting.