



STATE OF ILLINOIS
HEALTH FACILITIES AND SERVICES REVIEW BOARD

525 WEST JEFFERSON ST. • SPRINGFIELD, ILLINOIS 62761 • (217) 782-3516 FAX: (217) 785-4111

Steven N. Lavenda
111 S. Pfingsten Road, Suite 300
Deerfield, Illinois 60015

September 9, 2014

Dear Mr. Lavenda:

Michael Waxman, Chairman of the HFSRB Long-Term Care Advisory Subcommittee and I am pleased to inform you, of your appointment to serve on the HFSRB Long-term Care Advisory Subcommittee (Subcommittee).

This appointment is effective as of September 2, 2014. The Subcommittee is scheduled to meet via video conference on November 5, 2014, 10:00 AM to 2:00 PM, at 69 West Washington Street, 35th Floor, Chicago, or 535 West Jefferson Street, 4th Floor, Springfield. Board Administrator, Courtney Avery will contact you with further details regarding the meeting. In addition, she will arrange a meeting to further discuss your role as a member of the Subcommittee.

Please be advised that Subcommittee members are subject to the Open Meetings Act and the Ex parte provisions in the Illinois Health Facilities Planning Act. Additionally, you will be reimbursed for expenses incurred while participating in approved Subcommittee meetings.

In order to educate yourself about HFSRB and the Subcommittee, please visit the HFSRB website at www.hfrsb.illinois.gov where you will find previous meeting minutes and other related materials.

Thank you for your willingness to commit your time and expertise to this important Subcommittee. Should you have any questions, please contact Courtney at 312 814 4825 or courtney.avery@illinois.gov.

Sincerely,

A handwritten signature in cursive script that reads "Kathryn Olson".

Kathryn Olson

Cc: Courtney Avery
Frank Urso