



Wicomico County Administrative Charging Committee Meeting

Date: 03/28/2023

Location: Government Office Building, Room 300

Time: 3:00PM- 5:00PM

Recorded Meeting

Attendees: Ronald Lewis, M.D. Babe Wilson, Lori Brewster, Debra McJilton (Deni), Carlos Ayala, Asiah Baines (Recording Secretary), Andrew Illuminati, Esq., John Monar (IT-Director)

The Administrative Charging Committee (ACC) met on March 28, 2023. The meeting started at 3:00 and technical support was provided by IT Director, John Monar.

I. FILECLOUD SHARING

John Monar, Director of IT, explains the application members will be using to securely view complaint files. He goes on to answer questions about security and safety measures in place with FileCloud. Asiah Baines uploaded a complaint file and shared to members via FileCloud to ensure that members were able to review the file on their personal devices.

II. ACC FINDINGS

Andrew Illuminati discussed the finding of case P2022-0006. He also provided members with a copy of the memorandum that will be mailed to the complainant upon approval from members and a signature from the ACC Chair, Ron Lewis.

III. APPROVAL OF MINUTES

Deni McJilton for the approval of the minutes from the previous meeting on February 28, 2023. Carlos Ayala seconded the motion. All members were in favor.

IV. QUESTIONS

Andrew Illuminati gave members an update on funding and providing members with some



form of reimbursement for their time and training. Members also discussed reviewing cases with FileCloud and how they would communicate when they are done reviewing files. Members agreed to have a specific number of cases reviewed by the next meeting.

V. **ADJOURNMENT**

Chairman Ron Lewis motioned for adjournment of the meeting, Lori Brewster and Carlos Ayala seconded. All members were in favor. The meeting was adjourned at 3:55pm.

Next ACC Meeting: Tuesday, April 25, 2023