

Sex Offender Management Board  
Meeting Minutes  
August 21, 2025

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Board Member Attendance: Sarah Brown-Foiles, Brian VanMeter, Johnathan Warshawsky, Sharon Coleman, Mary Jackovac, Elizabeth Tarzia, Andrea Kirch, Marshon Conrad, Tracy Tholin, Abdi Tinwalla, Najma Adam, Jason Pickey, Dan Hunt, Carrie Ward, Scott Main

Absent: Vernon Foli, Carol Costello

Non-Board Members: Stephany Trejos, Dustin Daniels, Erika Thompson

Called to Order at 10:00am

### **ISP Registration Training and Attendance**

- Illinois State Police registration training in Springfield was sponsored and had mid-30s attendance, with 28 signing in
- Lower attendance likely due to completing, free online training
- In-person option valued by some attendees
- Positive feedback from participants; requests to make training longer
- This training is likely to become an annual event

### **CEU Provider Status and Process**

- Tracy took the lead on applying to become a CEU provider; signature is needed to finalize and mail application
- Electronic vs. paper submission for the application was discussed; likely to remain paper-based
- Delays expected due to IDFPR backlog; approval may take several months
- Becoming a CEU provider is an achievement above the board's obligations and will allow support for more trainings statewide
- No procedural changes visible to training attendees; record keeping will change internally

### **IDFPR CORE System and Licensing**

- The IDFPR has launched the CORE system for license management (ASOTP, LSOTP, LSOE)
- CORE is reported to be easier to use, allowing online status checks and fee payments
- Though initially told licensing could be completed in a week, processing remains at 8-12 weeks regardless of online or mail submission
- New staff are being trained at IDFPR, possibly improving processing times
- Issues with associate licensing wait times were discussed; ongoing monitoring will continue

### **ATSA and SOMD Conference Planning**

- Illinois ATSA conference planning is underway for March 2026; call for proposals has gone out
- SOMB voted to provide financial support for keynote speaker fees
- Conference registration is waived for SOMB members, but members are encouraged to inform organizers if they cannot attend to avoid unnecessary meal costs
- Some members plan to attend ATSA conference in Orlando (September), with both in-person and virtual options available

### **Audit and Organizational Updates**

- SOMB audit is being finalized; potential finding for not posting minutes previously
- Appreciation expressed for efforts to fill board positions and address past audit findings
- State library changes may affect minute submission, coordination with secretary ongoing

### **Suggested Action Items**

- Finalize and submit CEU provider application to IDFPR
- Track ongoing status of pending LSOTP and associate license applications and note improvements or delays
- SOMB members to notify Illinois ATSA organizers if unable to attend the conference after registering
- Secretary and team to regroup on submission of board minutes per state library requirements
- Send out formal email to SOMB members/agencies soliciting Illinois ATSA conference proposals

Petition to adjourn at 10:18

Seconded at 10:18

Meeting Adjourned