

Uniform Directory Task Force Meeting Minutes

Meeting Date | Time: December 2nd, 2025, | 12:15 pm to 1:00 pm

Location: Illinois Departments of Insurance (DOI) conference rooms in Chicago and Springfield

Task Force Members in Attendance:

- Ann Gillespie
- Stephanie Altman
- Patrick Besler
- Shami Goyal
- Kate Morthland
- Maura Quinlan
- Susan Swart
- Anusha Thotakura
- Lila Valinoti
- Andi Vanderkolk (Joined late)
- Michael Welton (joined late)

Absences Recorded

- Mary Garrison
- Lora McDonald
- Garth Reynolds
- Jordan Powell
- Greta Suss

DOI staff in attendance

- Mariam Hassan
- Adam Flores
- Matt Pickett
- Matt Sebek
- Cesar Orozco

1. Call to Order and Introductions

Director Gillespie opened the meeting and welcomed the Task Force members, staff, and guests.

2. Roll Call

Director Gillespie took a roll call of the Task Force Members, and a quorum was established. The meeting minutes for the October 23rd meeting were introduced and approved. Minutes were approved unanimously.

Motion: Kate Morthland made the motion to pass the meeting minutes, Stephanie Altman seconded the motion. No opposition or abstentions.

Motion passed via 9-0 vote.

1. Walk Through of the Uniform Provider Directory Template

- The group had an overview discussion of the universal roster/ uniform template. The uniform template which is taken from the universal roster is intended to reduce provider burden by collecting required directory fields once, in a standardized way, rather than multiple payer-specific requests.
- The discussions acknowledge that providers will have to update their information every 90 days, but the goal is to streamline the information.

Mariam Hassan walked through the major data categories which included:

- Provider identifiers
- Locations and Hours
- Languages spoken
- Accessibility and ADA related information
- Cultural competency and require training as required

There was a discussion regarding how the form would be implemented.

- The form can be implemented on any electronic platform.
- The group clarified that issuers and carriers may ask clarifying questions if something is incomplete or unclear but may not require entirely new information beyond what the uniform template collects.
- The provider community had concerns about the practicality of certain fields.

Timing

- The Chair noted that changing statutory timing would require action by the General Assembly, which was not expected on the needed timeline.

Next Steps

- The Task Force members will review the current uniform template fields and submit any essential feedback.
- DOI will incorporate the feedback and circulate the details for the next meeting.

2. Public Comment Period

Director Gillespie opened the public comment period. There were no public comments.

3. Next Meeting

The next meeting will be announced via email. Members will reach out with additional information to Mariam.

4. Adjournment.

Director Gillespie called for a motion to adjourn.

Motion: Patrick Besler made the motion to adjourn the meeting, seconded by Kate Morthland: no opposition or abstentions.

Motion carried via 11-0 vote.

The meeting adjourned at 1:00 pm.