



WELCOME

Good afternoon [evening]. As Chair of the Highland Park Community Foundation, a local nonprofit agency with deep roots and a long history of helping our community, I extend my condolences and sorrow for your loss and injuries – for the circumstances that have brought us here today. I want to thank each of you for being here, and to acknowledge how difficult this must be. We cannot imagine your personal pain or loss, and we hope that we can make this phase of the process as straightforward and simple as possible for you and your families.

We knew our community would want to help in every way possible after the horrific tragedy on July 4th. That is why we created a Fund where people could donate gifts to provide compassion to victims and their families.

The Fund the Highland Park Community Foundation created provides a charitable vehicle for donors to provide that support as well as support for local nonprofit organizations serving the needs of impacted members of the Highland Park-Highwood community and other local communities.

When we started the Fund, from the get-go, we committed to using best practices and have sought the assistance of nationally recognized experts in the administration of similar victim funds, local community and nonprofit leaders. Their expertise and guidance have helped us move forward in a thoughtful, inclusive, and transparent way.

In July, the Foundation put together a committee to develop a process for the distribution of funds. The committee, *Together Highland Park Unidos*, is made up of local community leaders who are committed to an open, transparent, and expedient process to distribute the money donated to the Fund .

The Committee has committed to donating 100% of the funds received. None of the donations will be used for administrative or similar expenses.

Today is an important step in that process – we are meeting with you – the families and victims of this tragedy to discuss our proposed distribution process and to receive and listen to your feedback before we write the Final Protocol.

## AGENDA



- Introductions
- Meeting Purpose
- Committee Mission and goals
- Overview of Process
- Draft Protocol Review
- Comments and Questions
- Next Steps

We have a lot of material to cover – and this is the outline of our presentation. I would appreciate it if you would hold questions until the end, as I hope to answer many of the questions you may have as we go through the presentation.

We will begin with some introductions and then proceed with our:

Mission and goals

Overview of Process

Draft Protocol Review

Comments and Questions

And finish with our Next Steps

## INTRODUCTIONS



- Betsy Brint, Chairman, Highland Park Community Foundation
- Pablo Alvarez, School Counselor, Highland Park High School, Moraine Township Trustee
- Jaime Barraza, Board Member, District 113
- Hania Fuschetto, Community Relations Manager, Highland Park Hospital
- Michelle Holleman, Councilmember, City of Highland Park
- Laurie Levin, Vice Chairman, Highland Park Community Foundation
- Terri Olian, Executive Director, Highland Park Community Foundation
- David L. Reich, Immediate Past Chairman, Highland Park Community Foundation
- Nancy Sawle-Knobloch, Executive Director, Family Service of Lake County

I would like to introduce the individuals who have volunteered to serve on the *Together Highland Park Unidos* committee, many of whom are here tonight:

- Betsy Brint, Chairman, Highland Park Community Foundation
- Pablo Alvarez, School Counselor, Highland Park High School, Moraine Township Trustee
- Jaime Barraza, Board Member, District 113
- Hania Fuschetto, Community Relations Manager, Highland Park Hospital
- Michelle Holleman, Councilmember, City of Highland Park
- Laurie Levin, Vice Chairman, Highland Park Community Foundation
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- Nancy Sawle-Knobloch, Executive Director, Family Service of Lake County

We all come from different backgrounds and have different areas of expertise, but we share a common interest in serving you and our community during this difficult time.

We are grateful for the assistance of other volunteers and the pro bono support of several professional service firms. These include Latham & Watkins LLP (legal), RubinBrown LLP (Audit), and Elevate Creative Group (Web design and management). Their work has made our commitment to giving 100% of the Funds we receive to victims, possible.



## PURPOSE



- To share information, obtain your input
- Notetaker – Full consideration to feedback when writing the Final Protocol.
- Listening period

The purpose of today's meeting is to share information and listen to your feedback.

A notetaker has been assigned so the committee can take in all of your feedback, which we will give **full** consideration to when we write the Final Protocol.

We are in a listening period, when we take in feedback. We realize it may be frustrating not to receive immediate answers to questions or feedback on comments, but it's important for us to remain impartial, listen, and use what we hear to define the Final Protocol.

We appreciate your understanding and feedback during this important process.

## MISSION AND GOALS



1. Provide financial support to victims and their families as well as nonprofit organizations, as soon as possible
2. Provide transparency around the process for all stakeholders

I want to start with an overview of our Committee's main goals:

1. To follow best practices and distribute the donations we are receiving as quickly as possible to the victims of the July 4th shooting and their families as well as nonprofit organizations that are helping victims, their families, and the broader community as a result of the shooting.
2. To provide transparency around the process for all stakeholders.

## OVERVIEW OF PROCESS



- Fund Established
- Committee Named to Determine Protocol
- Draft Protocol written and published
- Feedback from survivors, victims and the community
- Final Protocol written and published
- Administrators named
- Claim Forms available and due date established
- Fund closes
- Funds distributed
- Independent audit
- Final Report

I want to offer an overview of the process we are undertaking to distribute the funds we collect.

The Highland Park Community Foundation is a trusted, local resource for the community. Established 30 years ago, the Foundation has extensive experience distributing grant funding and is also very familiar with the services provided by a wide network of nonprofits within our community.

The Foundation established the Fund immediately following the shooting. With its announcement, the City of Highland Park urged all those wishing to show their financial support to send donations to the Foundation.

The Foundation then reached out to nationally recognized experts – who have done this before – to learn as much as possible about the next steps.

The first thing to do was to form a committee that would propose a Protocol for the distribution of funds. It was important for the committee to include a variety of community leaders who would develop and follow an inclusive, sensitive, and transparent process.

The Committee was formed and on July 27th published a Draft Protocol, in English and Spanish. That began the listening period we are currently in to seek feedback from survivors, victims, and community members at large. We are meeting today



and tomorrow [today and we met yesterday] with victims and their families and have invited written comments from the public about the Draft Protocol.

The Final Protocol, which will govern how the funds are distributed, will take into consideration all the feedback we receive.

When the Final Protocol is published, which we expect will be on August 17th, claim applications will be available and we will announce the names of the Fund Administrators. Based on this timetable, claims will be due by 5 PM on September 7th.

Once the application period closes, the Fund Administrators will do their work to evaluate and process claims. Victims or their families may meet with the Fund Administrators to discuss their claims if they want to do so.

## CATEGORIES OF CLAIMS



- Death Claims and Permanent Catastrophic Physical Injury Claims
- Physical Injury Claims for Victims Requiring Overnight Hospitalization
- Physical Injury Claims for Victims Treated at Hospitals, Medical Facilities, or by a Medical Professional on an Out-Patient Basis
- Nonprofit Organizations

We know this is difficult to hear, but we want to share the proposed categories of eligible claims and share how we propose to process them.

We anticipate distributing money for four categories of claims.

### **A. Death Claims and Permanent Catastrophic Physical Injury Claims**

This category will include claims for deceased victims and those who suffered permanent catastrophic physical injuries as a result of the Parade shooting. Permanent catastrophic physical injury, such as paralysis, will be determined by the Administrators.

### **B. Physical Injury Claims for Victims Requiring Overnight Hospitalization**

We are proposing a category of claims for people who were physically injured and hospitalized within 7 days of the shooting (July 4th–11th) for one or more nights due to physical injuries resulting from the shooting. At this time, the payment is expected to be based on the number of days of continuous hospitalization. A signed letter from the applicable hospital will be required.

### **C. Physical Injury Claims for Victims Treated at Hospitals, Medical Facilities, or by a Medical Professional on an Out-Patient Basis**

Eligible claims in this category would be for individuals who were physically injured and treated as an out-patient within 7 days of the shooting (July 4th–11th) at a hospital or medical facility, or treated by a medical professional, and released

without an inpatient hospital stay. It is anticipated that eligible claimants in this tier will all receive the same payment regardless of injury. A signed letter from the applicable hospital, medical facility, or medical professional will be required.

**D. NonProfit Organizations Supporting Community Members not Physically Injured**

The Committee recognizes that the Parade shooting has resulted in injury to community members besides physical harm, creating a need for services beyond those customarily provided in scope or patient numbers historically. Since our funds are limited, it would be difficult to meaningfully address these sorts of individual claims. The Committee is therefore proposing to support Highland Park, Highwood, and other local nonprofit organizations serving these needs.

I want to stress that these are proposed categories. Based on your input and community feedback, they could change with the publication of the Final Protocol.

## PROCESS AND PROCEDURES



- Submission of a Claim Form begins the process
- August 17: Forms available in English and Spanish. Announcement of Administrators to manage claims and issue payments
- September 7: Forms due

Next we will review our proposed process and procedures for processing claims.

The process, from a victim's or family's standpoint, begins by submitting a claim form. Forms will be available when we publish the Final Protocol, which we expect to do on August 17. Both the Final Protocol and Claim Forms will be available for download at [July4Fund.org](http://July4Fund.org) and hard copies will be available at the Highland Park and Highwood public libraries. Copies may also be requested by emailing [info@July4Fund.org](mailto:info@July4Fund.org) or by calling (773) 733-0650.

Local official agencies and other involved agencies will assist, to the best of their abilities, in notifying eligible claimants about them. The claim forms will be published in English and Spanish, straightforward and simple to complete, and due on or before September 7th. We will help people complete them if needed.

If an eligible claimant fails to submit a Claim Form by the due date or otherwise elects not to submit a Form, the funds that would otherwise have been paid to such claimant will be available for distribution to the eligible claimants submitting Claim Forms.

The Committee develops the Protocol – but does not make decisions about distributing funds. We will appoint independent Administrators, acting jointly, to administer the Fund. The Administrators will be given the authority to apply the Final Protocol and provide all relevant interpretations for the distribution of

financial assistance to claimants. The Administrators may seek input and determinations from the Committee and will schedule individual meetings with claimants to answer questions and clarify application information, if needed.

## PROCESS AND PROCEDURES



- One claim and one payment per victim
- Only complete forms should be submitted
- Claimants or their representatives will have a chance to meet with the Administrators
- Payments will be issued by check and sent via certified mail, unless otherwise specified

We will only be accepting one claim and issuing one payment per victim.

All Claim Forms must be complete before they are submitted. In the event a claimant submits an incomplete or deficient Form (for example, fails to include required documentation or sign the Form), a representative of the Committee will try to assist, but Forms must be complete in order to be considered.

Payments will be issued by check and sent to claimants via certified mail or as otherwise specified by the claimant on the Claim Form.

## PROCESS AND PROCEDURES



- A claim for a deceased victim must be submitted by the personal representative of the estate
- A claim for a minor child or other person subject to legal guardianship must be submitted by the individual's legal guardian

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## PROCESS AND PROCEDURES



Claims for physical injuries requiring overnight hospitalization must include a signed letter from the medical facility confirming:

- Date of admission
- Date of discharge
- That the injury was sustained as a result of the 4th of July Parade shooting

A Claim Form filed for a physical injury claimant who required overnight hospitalization must include a signed hospital or medical facility statement on official letterhead from the hospital or medical facility that confirms:

1. the date of admission to the hospital or medical facility;
2. the date of discharge from the hospital or medical facility; and
3. that the injury was sustained as a result of the Highland Park 4th of July Parade shooting.



## PROCESS AND PROCEDURES



Claims for physical injuries treated outside of a hospital or medical facility setting must include a signed letter from a medical professional confirming:

- Medical professional's name and contact information
- Date of treatment
- That the injury was sustained as a result of the 4th of July Parade shooting

If a physical injury claimant was treated by a medical professional outside of a hospital or medical facility setting, the Claim Form must include a signed letter from the professional that confirms:

1. the medical professional's name and contact information;
2. the date of treatment; and
3. that the injury was sustained as a result of the Highland Park 4th of July Parade shooting. The Administrators may require additional support, such as an affidavit.

Following submission of a Claim Form, optional meetings will be scheduled at the claimants' or Administrators' request. These meetings will be scheduled in-person, by phone, or by videoconference before the Administrators make their final payment determinations, but will not alter the terms and conditions of this Protocol. Requests to meet should be sent by email to [info@July4Fund.org](mailto:info@July4Fund.org) or by calling (773) 733-0650. We expect to provide translation services upon request.

## PROCESS AND PROCEDURES



- Cannot provide tax and legal advice
- Independent Review will be conducted and results published
- All claims confidential

Neither the Fund Committee nor the Administrators can provide legal or tax advice to those receiving payments from the Fund. We recommend claimants consult with an attorney or tax advisor for any legal questions or questions regarding tax liability for these payments. No person has a legal claim or entitlement to receive payment from the Fund.

A full independent review of the Fund will be conducted by an independent auditor as soon as possible after all eligible claims have been paid and grants have been issued to Nonprofit Organizations. The results of this review will be made available to all claimants, donors, and the general public, along with a Final Narrative Report from the Administrators.

All claims are confidential and we will not publish the names of the claimants or the amount of individual awards.

## OUTREACH



- Meetings with victims and their families for feedback
- Written comments can be submitted to [info@July4Fund.org](mailto:info@July4Fund.org)
- After submitting forms, claimants can meet with the Fund Administrators
- [www.July4Fund.org](http://www.July4Fund.org)

We are meeting with you today [tonight] to get your feedback. We have also been receiving comments from the public via email. Your input and the public's will be considered by the Committee in preparing the Final Protocol.



## COMMENTS AND QUESTIONS

To learn about other available services,

Call 211 or Text 898211

A trained navigator will connect you to resources and services that fit your needs.

Thank you for your time. I am hopeful that we've answered many of your questions, but we know you have more to ask. At this time we will open the floor to comments and questions – please understand that we may not be able to respond to all. We will record them and try to answer what we cannot tonight with our Final Protocol.



## NEXT STEPS

Thank you. We anticipate publishing our claim forms, naming our Administrators, and publishing the Final Protocol on August 17th.

We will publish answers to questions as well on our website, and we encourage you to share your contact information so that we can reach out to you directly. You can email [info@July4Fund.org](mailto:info@July4Fund.org) with your contact information if you did not already provide it today [tonight]. We also encourage you to take and share with others a resource handout the City of Highland Park has prepared. We know there are many, many people suffering and hope the information will be helpful.

On behalf of all of us, we want to thank you for coming and extend our gratitude to the Highland Park [Highwood] Library staff for making this space available. We know this is a terribly difficult time, and we hope that by making this process simple and straightforward, we will be able to distribute all the money people have donated in October, and provide a compassionate and real demonstration of the support we and our community offer you and your families.