
**CHAMPAIGN COUNTY BOARD FOR CARE AND TREATMENT
OF PERSONS WITH A DEVELOPMENTAL DISABILITY
(CCDDB)
BOARD MEETING**

Minutes –September 6, 2005

*Brookens Administrative Center
1776 E. Washington St.
Urbana, IL
Meeting Room 2*

8:00 a.m.

MEMBERS PRESENT: Holly Jordan, Chair; Joyce Dill, Michael Smith

STAFF PRESENT: Peter Tracy, Executive Director; Bill Conlin, Nancy Crawford, Stephanie Howard-Gallo

OTHERS PRESENT: Dale Morrissey, Patty Walters, Developmental Services Center (DSC); Sarah Jo Brenner, Barb Chatman, Persons Assuming Control of their Environment (PACE)

CALL TO ORDER:

Ms. Jordan, Board President, called the meeting to order at 8:00 a.m.

ROLL CALL:

Roll call was taken and a quorum was present.

ADDITIONS TO AGENDA:

None.

CITIZEN INPUT:

None.

CHAMPAIGN COUNTY MENTAL HEALTH BOARD (CCMHB) INPUT:

Minutes from the June Board meeting were included in the Board packet.

APPROVAL OF MINUTES:

Minutes from the June 14, 2005 Board meeting were included in the packet.

MOTION: Mr. Smith moved to approve the minutes from the June 14, 2005 Board meeting. Ms. Dill seconded the motion and it passed unanimously.

PRESIDENT'S COMMENTS:

Ms. Jordan reported that she and Peter Tracy had made a budget presentation to the Champaign County Board on August 22, 2005.

EXECUTIVE DIRECTOR'S COMMENTS:

Mr. Tracy's full report was included in the Board packet for review. Mr. Tracy updated Board members on the Children's Initiative SAMHSA grant application.

AGENCY INFORMATION:

Sarah Jo Brenner from Persons Assuming Control of their Environment (PACE) was introduced.

Dale Morrissey reported that Developmental Services Center (DSC) is moving forward as quickly as possible on the building of group homes.

FINANCIAL INFORMATION:

The CCDDDB fund balance was reported to be \$548,768 as of 7/31/05.

Approval of Claims:

A copy of the claims report was included in the Board packet.

MOTION: Ms. Dill moved to accept the claims report as presented. Mr. Smith seconded the motion and it passed unanimously.

NEW BUSINESS:

Review of Funding guidelines—Amendment Policy:

A draft amendment policy was included in the Board packet for review. Mr. Tracy provided an overview of the parameters for completion of contract amendments.

MOTION: Ms. Dill moved to accept the Contract Amendment Policy as proposed. Mr. Smith seconded the motion. The motion was unanimously approved.

FY06 Contract Amendments:

A decision memorandum was included in the Board packet. Changes occurring in Developmental Services Center's (DSC) commercial contract services will impact delivery of employment services within the array of vocational services. A commercial contract with a long-time community partner and customer will be restructured. The plans for reconfiguration will create a major gap in financial support for a full range of vocational services in Champaign County.

This event was unforeseen at the time allocation decisions were made. In response, staff worked with DSC to analyze the impacts of the proposed redirection of funds and recommended the following:

- Increase the funding awarded to DSC Vocational Services to \$322,383.
- Reduce the contract maximum for the DSC Respite Services contract by \$25,000.
- Reduce the contract maximum for DSC Clinical Services by 11,520.
- Reduce DSC Individual/Family Support contract maximum by \$144,500.

The recommended amendments would not change the total dollars allocated to DSC.

Ms. Jordan asked Mr. Morrissey what the impact would be if the CCDDDB decided to deny the request for contract amendments. Mr. Morrissey stated all of the DSC programs would be affected by being forced to serve fewer clients in order to make up for the Vocational program loss.

Ms. Dill asked if reducing the DSC Clinical contract would compromise clients receiving dental care. Mr. Morrissey stated it would not.

MOTION: Mr. Smith moved to approve contract amendments as delineated in the staff recommendation section of the decision memorandum listed as agenda item 11.B. Ms. Dill Seconded the motion. The motion passed unanimously.

Proposed Meeting Schedule:

A proposed meeting schedule was included in the Board packet. Board members approved the schedule.

FY07 Allocation Schedule:

Mr. Tracy reported a proposed allocation schedule for FY07 will be presented to the CCDDDB at the November Board meeting.

Committee of the Whole (COW) Planning:

Mr. Tracy asked CCDDDB members to consider study session topics of interest to them for COW study sessions.

Contract Implementation Hearings:

CCDDDB members instructed staff members to begin assigning Board meeting dates for funded agencies to make presentations.

OLD BUSINESS:

Updates on Contract Implementation:

Mr. Conlin reported A Woman's Fund Rape Crisis headquarters has moved. The agency will be providing sexual assault awareness training to DSC. The CCDDDB is serving a client through Champaign County Advocacy and Mentoring Resources (CCAMR).

BOARD ANNOUNCEMENTS:

Ms. Jordan will be speaking at the upcoming IARF conference regarding the developmental disabilities referendum.

Mr. Morrissey announced Bette Chapman has resigned as director of the DSC Children's Program. She has been hired as the mental health specialist for the DSC Children's Program.

ADJOURNMENT:

The meeting adjourned at 8:55 a.m.

Respectfully Submitted by: Stephanie Howard-Gallo

**Minutes were approved at the 11/1/05 CCDDDB meeting.*